

THE BRITISH BROADCASTING CORPORATION,
BROADCASTING HOUSE,
LONDON, W.1.

HL
6791

20/5 B

In A/c with

Date of issue

8th April 1964.

Gregson & Wigan Limited,
58 Old Compton Street,
London W.1.

Copy to: Mrs. V.A. Lambert
David Whitaker
S.S. Fel.

Service and probable date of broadcast (if known)	Name of Programme, Title of Work and author	Fees
TV	<p>DR. WHO</p> <p>1st half of fee for detailed storyline by <u>Louis Marks.</u></p> <p>Project No. 23/1/4/165</p>	guinea

HB
8

COPYRIGHT BRIEF

FROM **DAVID WHITAKER**

DEPT .. **SERIALS, DRAMA**

TO: COPYRIGHT DEPARTMENT

Copy to: SCRIPT UNIT

I would like to **COMMISSION**
(commission/accept/clear rights/enquire about)

TITLE: **MINISCOLE STORY**
(Storyline Only)

PROJECT NUMBER: **23/1/4/3165**

AUTHOR: **LOUIS MARKS**

~~TRANSLATOR/ADAPTOR:~~

AGENT/PUBLISHER: ~~XXXXXXXXXX~~ **GREGSON & WIGAN**

CATEGORY: **SERIAL**

THEME: **SCIENCE FICTION ADVENTURE**

LENGTH:

TARGET DELIVERY DATE PRODUCTION DATE

NOTES RE FEE ETC:

Between £ and £

DATE **14th April 1964** Signed
(Head Producer Editor)
~~XXXXXXXXXXXX~~

THE BRITISH BROADCASTING CORPORATION,
BROADCASTING HOUSE,
LONDON, W.1.

1B

6933 10

In A/c with

Date of issue

Graham & Wiggin Ltd.,

98 Old Compton Street, Copy to:
London, W.1.

Our Ref: 2/54.

David Whitaker

97 Union

S.S. Tel.

Service and probable date of broadcast (if known)	Name of Programme, Title of Work and author	Fees
TV 1	DR. WHO AND THE PLANET OF GIANTS 2nd 1/2 See for detailed storyline by Louis Marks payable on delivery Project No. 33/1/4/365	

Delivered

4.8-
18
als

COPYRIGHT BRIEF

FROMDAVID WHITAKER..... DEPTSERIALS, DRAMA.....

TO: COPYRIGHT DEPARTMENT Copy to: SCRIPT UNIT

I would like to COMMISSION
(commission/accept/clear rights/enquire about)

"DOCTOR WHO"
TITLE: "THE PLANET OF GIANTS" PROJECT NUMBER: 23/1/4/3165/6/7/8
(Working Title for Miniscule Story)

AUTHOR: LOUIS MARKS

TRANSLATOR/ADAPTOR:

AGENT/PUBLISHER: RICHARD GREGSON OF GREGSON & WIGAN

CATEGORY: SERIAL

THEME: ADVENTURE

LENGTH: 4 x 25 minute episodes

1st 2 scripts by 12.6.64.
TARGET DELIVERY DATE PRODUCTION DATE Weeks 34-37. (Recording)
2nd 2 scripts by 26.6.64.

NOTES RE FEE ETC: guineas

DATE 11th May 1964 Signed David Whitaker
(Head, Producer, Editor)

Assistant Head of Copyright Room 4111 Ex

B.H.

DR. WHO AND THE PLANET OF GIANTS

20th May, 1964.

42.
1B

Mr. David Whitaker

Copy to: S.S.Tel.
Script Librarian
Asst. Clearances B.Tel.E.

Your brief of the 11th May. Louis Marks has now signed a Guild Series Agreement for this serial in four 25-minute episodes. The fee agreed is gns. per episode (the first payable now and the remainder on acceptance) less the gns. already paid for the storyline - gns. to be offset against each episode.

Please let me have delivery and acceptance dates i.d.c.

PROGRAMME BUDGET ESTIMATE SERIALS DEPT.

TITLE DR. WHO Serials J (4 eps) K (6 eps) DURATION 25 MINS.

OFFER FOR BBC 1. IN Oct./Dec. QUARTER NO. OF PROGRAMME 12

PRODUCER/DIRECTOR Lambert PROJECT NO. s. 23/1/4/3165-8 - 3169 to 74

ONLY/PROPOSED TX. OR RECORDING DATE(S) OR DAY Rec 40-53 Tx 42-53 WEEK

FILM EFFORT REQUIRED ON:- Sound Shooting 5 days per serial

FILM STAGE REQUIRED:- Silent Shooting

Editing 7 days per serial

Other Items

Yes/No/Not Yet Known

	PROGRAMME ALLOWANCE	PRODUCTION FACILITIES			TOTAL	NOTES
		Unit	Rate	Cost		
	£		£	£	£	
Artists' Fees, etc.	1100				1100	
Copyright, etc.	270				270	
Locality Fees						
Music	50				50	
Production Team		1W	310	310	310	
Designer & Art	400	10D	24	240	240	
Scenery & Props.	400	45MH	15/-	337	737	
Wardrobe Supervisor	350	5D	12	60	410	
Wardrobe Assistant		8MH	30/-	120	120	
Make-up Supervisor		4D	12	48	48	
Make-up Assistant		4MH	30/-	60	60	
Studio Management		1D	6	6	6	
Scene Projection						
Rehearsal Room		1W	25	25	25	
Film Shooting	80	D	50	50	130	
Editing		D	20	20	20	
Dubbing		H	7	21	21	
Outside Film Effort Hire						
Studio .6 (...Cameras)		1LD	550	550	550	
MCR/Roving Eye		D				
Radio Links		D				
Record/Repro/MVTR	100	H	5	5	105	
Contingency	30				30	
Total Prog. Allocation	2380					
T. & D. Expenses	20				20	
TOTAL	2400			1796	4196	£ 10070 Per hour.

NOTES

Submitted by Therese Roth

Date 28/5/64

TELEVISION RECORDING REQUEST

File

PART ONE

From: Terence Cook (Producer) Dated: 7.7.64.
To: Telerecording Clerk, Room 605B, Main Block T.C. -9 JUL 1964

A. REQUEST FOR 35 mm RECORDING/TRANSFER

Production: (Delete as appropriate) No: 33/ /
Date: With Sepmag } Delete as
Without Sepmag } appropriate
(To be filled in by Telerecording Clerk)

B. REQUEST FOR 16 mm RECORDING

Production: No: 14/ /
Date: With Sepmag Direct Positive } Delete as
Without Sepmag Negative Positive } appropriate
(To be filled in by Telerecording Clerk)

C. REQUEST FOR TAPE RECORDING/TRANSFER BBC-1

Production: DR. WHO - 3/4 'J' 23/1/4/3167 No: VT/4T/23675
Date: 4.9.64. NOTE: The tape will be wiped within 24 hours of transmission/transfer
Week 36 unless (a) instructed under 'K' below, or (b) a separate request for retention is issued after transmission.
(To be filled in by Telerecording Clerk)

D. SOURCE OF 35/16/Tape Recording/Transfer T.C.4.

E. LENGTH OF PROGRAMME or NUMBER AND LENGTH OF INSERTS : 25'

F. RECORDING/TRANSFER TIME : 2030 - 2145

G. REHEARSAL TIME : (be filled in only when rehearsal of a tape insert is involved)

H. DATE AND TIME OF TRANSMISSION : 31.10.64.

I. CHARGE TO : (Applicable to 35/16 mm bookings only)

K. SPECIAL INSTRUCTIONS : Editing booked

Signed M. Pinfield (PABX 4101/2) (Producer) Terence Cook (Organizer)
(Terence Cook)

PART TWO

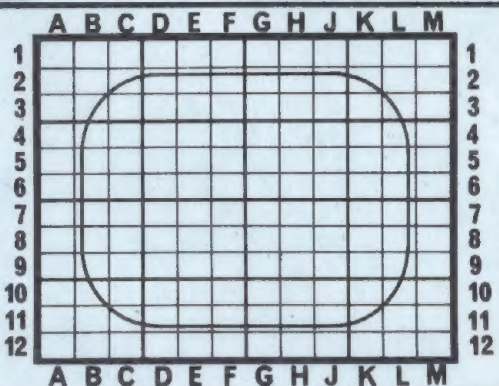
From: Telerecording Clerk.
To: (35/16 mm bookings) Organizer: Telerecording Manager; Telerecording Editor; Mr. Ivor Smith; Studio Bookings; Film Library; Film Costing Dept; TEL. O & M.
(Tape bookings) Organizer: Mr. West; Telerecording Manager; Studio Bookings; Film Library; Mr. Ivor Smith; TEL. O & M.

The above booking has been accepted as per details/amended details, shown in Part One.

(Signed) K. Harker Date 8.7.64

GRAPHICS 35MM TRANSPARENCIES ONLY

ORGANISER 3 PHOTOGRAPHERS 1 STUDIO MANAGER 1 DESIGNER 1

PRODUCTION	DR WHO (J) EP.4. <u>AMENDMENT</u>		No: 23/1/4/3168
Studio	TG/4		
Filming			
Rehearsal	7th September, 1964		
Recording	7th September, 1964		
Transmission	VERITY LAMBERT/D. CAMFIELD		
PRODUCER	NORMAN STEWART		
ASSISTANT	RAYMOND CUSICK		
DESIGNER			

AMENDMENT TO SLIDE REQUISITION DATED 13th July, 1964

ITEM (4) PLEASE AMEND TO READ:

Directed by
DOUGLAS CAMFIELD

Signature

Kay Truitt
Assistant to Mervin Pinfield

Date

15th July, 1964

Organiser, Serials Drama Television

DR. WHO REPLACEMENT 16th July 1964

Miss V. Lambert Copy to: H. Serials D.Tel.

Confirming my conversation.

The replacement for DR. WHO during its break in transmission will be repeats of the series CALL THE GUN EXPERT in weeks 39 - 44 inclusive.

DR. WHO Serial J will now start transmission in Week 45.

TERENCE COOK

SL

(Terence Cook)

GRAPHICS 35MM TRANSPARENCIES ONLY

ORGANISER 3 PHOTOGRAPHERS 1 STUDIO MANAGER 1 DESIGNER 1

PRODUCTION	DR WHO (J) EP.3.	No: 23/1/4/3167
Studio	T.O.4.	
Filming		
Rehearsal	4th September, 1964	
Recording	4th September, 1964	
Transmission		
PRODUCER	VERITY LAMBERT/M. PINFIELD	
ASSISTANT	NORMAN STEWART	
DESIGNER	RAYMOND P. CUSICK	

PLEASE SCRAP REQUISITION DATED 13th JULY, 1964 AND SUBSTITUTE
THE FOLLOWING:-

- 1) CRISIS (centralised lettering)
- 2) Written by
LOUIS MARKS
- 3) Producer
VERITY LAMBERT
- 4) Directed by
MERVYN PINFIELD
BBC-TV
- 5) Next Episode
The Urge to Live

Signature Assistant to Mervyn Pinfield

Date 21st July, 1964

GRAPHICS 35mm TRANSPARENCIES ONLY

ORGANISER 3 PHOTOGRAPHERS 1 STUDIO MANAGER 1 DESIGNER 1

PRODUCTION	DR WHO (J) EP.4.		No: 23/1/4/3168
Studio	T.C.4.		
Filming			
Rehearsal	11/17th September, 1964		
Recording	11th September, 1964		
Transmission			
PRODUCER	VERITY LAMBERT/M. PINFIELD		
ASSISTANT	NORMAN STANT		
DESIGNER	RAYMOND P. CULICK		

PLEASE SCRAP REQUISITION DATED 13th JULY AND SUBSTITUTE
THE FOLLOWING:-

- 1) THE URGE TO LIVE (centralised lettering)
- 2) Written by
LOUIS MARKS
- 3) Producer
VERITY LAMBERT
- 4) Directed by
DOUGLAS CAMFIELD
- 5) THE END

Signature Assistant to Mervyn Pinfield

Date 21st July, 1964

TELEVISION RECORDING REQUEST

PART ONE

From: Terence Cook (Producer) Dated: 21.7.64

To: Telerecording Clerk, Room 6058, Main Block T.C.

A. REQUEST FOR 35 mm RECORDING/TRANSFER

(Delete as appropriate)

Production:

No: 23/ /

(To be filled in by Telerecording Clerk)

Date:

With Sepmag } Delete as
Without Sepmag } appropriate

B. REQUEST FOR 16 mm RECORDING

Production:

No: 16/ /

(To be filled in by Telerecording Clerk)

Date:

With Sepmag Direct Positive } Delete as
Without Sepmag Negative Positive } appropriate

C. REQUEST FOR TAPE RECORDING/TRANSFER

(Delete as appropriate)

BBC-1

Production: E DR. WHO - 4/4 'J'

23/1/4/3168

No: VT/4T/23891

(To be filled in by Telerecording Clerk)

Date: 11.9.64.

NOTE: The tape will be wiped within 24 hours of transmission/transfer unless (a) instructed under 'K' below, or (b) a separate request for retention is issued after transmission.

Week 37

D. SOURCE OF 35/16/Tape Recording/Transfer : T.C.4.
(Delete as appropriate)

E. LENGTH OF PROGRAMME or NUMBER AND LENGTH OF INSERTS : 25'

F. RECORDING/TRANSFER TIME : 2030 - 2145
(Delete as appropriate)

G. REHEARSAL TIME :
(To be filled in only when rehearsal of a tape insert is involved)

H. DATE AND TIME OF TRANSMISSION : 21.11.64.

I. CHARGE TO :
(Applicable to 35/16 mm bookings only)

K. SPECIAL INSTRUCTIONS : Editing booked

D. Camfield (C/o 4111/2)

Signed: (Producer)

(Terence Cook)

(Organizer)

PART TWO

From: Telerecording Clerk

To: (35/16 mm bookings) Organizer: Telerecording Manager; Telerecording Editor; Mr. Ivor Smith; Studio Bookings; Film Library; Film Costing Dept; TEL O & M

(Tape bookings) Organizer: Mr. West; Telerecording Manager; Studio Bookings; Film Library; Mr. Ivor Smith; TEL O & M

The above booking has been accepted as per details/amended details, shown in Part One.

(Signed) K. Hazley

Date: 22.7.64

THE BRITISH BROADCASTING CORPORATION,
BROADCASTING HOUSE,
LONDON, W.1.

CHS 100
7/1/50

In A/c with

Date of issue

General B. 1/1/50
10/1/50
London, E.C.1.

Copy to

David Adair

S.A. Tel.

27/1/50

Service and
probable date
of broadcast
(if known)

Name of Programme, Title of Work
and author

Fees

1/1/50

The 100th Anniversary of the
British Empire Exhibition

Four possible programmes
No. 1 - Project No. 100/1/50
No. 2 - Project No. 100/2/50
No. 3 - Project No. 100/3/50
No. 4 - Project No. 100/4/50

Approved subject to any necessary alterations

FROM : MERVYN PINFIELD S10 UNION

BOOKING ASSISTANT.:

SUBJECT : WARDROBE, HAIR & MAKE-UP REQUIREMENTS

COPIES TO : Wardrobe and Make-up Manager ;
(1 copy)

Costume Supervisor ;
(2 copies)

Make-up Supervisor ;
(2 copies)

Ward. Mistress/Master, T.C.
(1 copy)

PRODUCTION : DR WHO (J) EPISODE THREE
23/1/4/3167

1st Outside Rehearsal : 31st Aug. 1964

TRANSMISSION :-

RECORDING :- Frid 4th 8 pt. 1964

Period of Play : PRESENT

ARTIST—Tel. No.	CHARACTER	COSTUME DETAILS	HAIR AND MAKE-UP
WM HARTNELL MAYFIELD	DR WHO	SAME	
M RUSSELL BOXMOOR	IAN	"	
JACQUELINE HILL PARK	BARBARA	"	
CAROLE ANN FORD MAI	SUCAN	"	
ROSEMARY JOHNSON SHE	EMMA ROWSE (phone opera- tor) (45/50'ish)	1. Blouse/Skirt or Summer dress	
JOHN DAWSON PRO. <i>Ted Fergus</i>	ALBERT ROWSE Policeman	1. P.C. Uniform (somewhere in S. England - not definite place)	
ALAN TILVERN HAM.	FORESTER	1. As before	
REGINALD BARRATT FUL	SMITHERS (Scientist)	1. As before	
<i>Dap + Son +</i>			

Kay ...
(Assistant to Mervyn Pinfield)Signature

6th Aug. 1964Date

BOOKING ASSISTANT.:

SUBJECT : WARDROBE, HAIR & MAKE-UP REQUIREMENTS

Costume Supervisor ;
(2 copies)

Make-up Supervisor ;
(2 copies)
Ward. Mistress/Master, T.C.
(1 copy)

PRODUCTION :

1st Outside Rehearsal :

PRODUCTION : DR WHO (J) EPISODE FOUR
TRANSMISSION :- 23/1/4/3168

Mon 7th Sept. 1964

TRANSMISSION :- 23/1/4/3168

RECORDING :-

FRID. 11th Sept. 1964

Period of Play :

JOHN D. SON
PRO.
Fred Lewis

...Signature

(Assistant to Mervyn Pinfield)

Date _____

6th Aug. 1964

MAKE-UP AND WARDROBE COSTS

11/10/64

From : MERVYN PINFIELD (Producer)

Title of Programme DR WHO (J SERIES) EPISODE FOUR
23/1/4/3168

Studio TC/4

Transmission date
RECORDING 11th Sept. 1964

from 8.30 to 9.35 p.m. Week No. 37

Studio rehearsal date and time

To : (1) Make-up and Wardrobe Manager

Date of issue

(2)

To be returned by

(3)

ALLOCATION £ 5

Characters	Costume (Period)	Hair and Make-up
Give as many details as possible		
AS PER PLOT ATTACHED		

Continued overleaf (strike out if not applicable)

Are these wanted prior to transmission
for filming or Publicity photo call?

YES/NO

If so, on what date and where

Estimated cost £ 26 - 0 - 0

MAKE-UP AND WARDROBE COSTS

11 AUG 1964

From : MERVYN PINFIELD (Producer)

Title of Programme DR WHO (J SERIES) EP.3.
23/1/4/3167

Studio TC/4

Transmission date from 8.30 to 9.45 pm Week No. 36
RECORDING 4th Sept.1964

Studio rehearsal date and time

To : (1) Make-up and Wardrobe Manager

Date of issue

(2)

To be returned by

(3)

ALLOCATION £ 10

Characters	Costume	Hair and Make-up
	(Period)	
Give as many details as possible		
	AS PER PLOT ATTACHED	

Continued overleaf (strike out if not applicable)

Are these wanted prior to transmission
for filming or Publicity photo call?

YES/NO

If so, on what date and where

Estimated cost £

£10. 0. 0.

From: Mervyn Pinfield 510 Union Hse

14th August, 1964

Subject: DR WHO (J) EPISODE THREE CAPTIONS - 4th Sept. 1964 - TC/4

To: Graphics Organiser; Scene Master;

We would like to make a change in a christian name on Ep.3 -
Roller Caption, please: second from the end for 'Emma' read:
HILDA ROWSE.

(Assistant to Mervyn Pinfield)

TELEVISION SERVICE

Nº 1656

3

DESIGN DEPARTMENT BUDGET ALLOTMENT

FOR DESIGN USE ONLY

--

PRODUCTION TITLE	PROJECT No.	STUDIO
DR WHO (J SERIES) EP.3.	23/1/4/3167	TC/4

DESIGNER	V.T.R. DATE	WEEK No.	TRANSMISSION DATE	WEEK No.
RAYMOND P.CUSICK	4th Sept.64	36		

Design Department Allocation :	* First —	£200
SPECIAL EFFECTS	Supplementary XXXXX	

* Delete which does not apply

Issued by Mervyn Pinfield Producer.

Date of Issue 14th Aug.1964

DISTRIBUTION

Copies 1 and 2 to Costing Unit Room 481
Copy 3 retained by Producer

TELEVISION SERVICE

Nº 1655

3

DESIGN DEPARTMENT BUDGET ALLOTMENT

FOR DESIGN USE ONLY

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PRODUCTION TITLE DR WHO (J SERIES) EP.3.	PROJECT No. 23/1/4/3167	STUDIO TC/4
---	-----------------------------------	-----------------------

DESIGNER RAYMOND P.CUSICK	V.T.R. DATE 4 Sept.1964	WEEK No. 36	TRANSMISSION DATE	WEEK No.
-------------------------------------	-----------------------------------	-----------------------	-------------------	----------

Design Department Allocation : SCENERY	* First — Supplementary	£ 500 50
--	---------------------------------------	--------------------

* Delete which does not apply.

Issued by **Mervyn Pinfield** Producer.

Date of Issue **14th Aug.1964**

DISTRIBUTION

Copies 1 and 2 to Costing Unit Room 481
Copy 3 retained by Producer

From: Douglas Camfield 510 Union

To: Alan Fogg

17th August, 1964

DR.WHO EP.4.

Dear Alan,

Here's a guide to what's needed in Episode 4; the script is annotated for you. There are the sounds which require either finding or creating:-

1. MINISCULE phone tone (long bands)
2. FULL-SCALE phone tone (long bands)
3. FULL-SCALE tap dripping (long bands)
4. MINISCULE tap dripping (long bands)
5. COUNTRY CROGER'S Door opening & shutting with bell.
6. Door opening as heard by MINISCULES (Page 16)
7. EXTERIOR GARDEN in Country - FULL-SCALE.
8. MINISCULES striking huge match against side of huge matchbox.
9. ROAR OF FLAME as huge match catches fire after second attempt.
10. HISS OF GAS JET as heard by MINISCULES.
11. ROAR OF FLAME as gas jet burns - heard by MINISCULES.
12. FULL-SCALE Gas jet flame noise.
13. FULL-SCALE gas hiss.
14. MINISCULE gas hiss.
15. INT TARDIS ELECTROME HUM (as per usual)
16. INT TARDIS "TRAVEL" Music if different from above.

(Douglas Camfield)

From: Douglas Camfield 510 Union

To: Dudley Simpson

17th August, 1964

Dear Dudley,

Here's the revised script for Ep.4. with a few notes and thoughts.

Band 3: Please give me 20 secs of MINISCULE music for low undercurrent of tension instead of only 10 secs.

Band 8: There is a re@write here w/ the effect that at the end of scene 26 I shall pan down to show the gun in FORESTER'S hand - this will be the first time that the conflict between FORESTER and SMITHERS is brought into the open. Therefore, I would like a short violent STING to point the threat of the gun before we go into the 20 secs of MINISCULE Tension music.

Band 9: Please give me 40 secs of "Vertigo and deep pit of darkness" instead of 20 secs. As you can see from reading the new scene 33, it's all fairly gentle with only an implied danger of falling. It needs to be very atmospheric but not as violent as the Vertigo music you wrote for Mervyn's Episode.

Band 10: You can start to get violent - say about 10 secs into the piece - and keep it beetling along for the remainder of the band.

(Douglas Camfield)

Mervyn Pinfield 510 Union

18th August, 1964

DR WHO - PHOTOGRAPH TO BE USED IN EP.4. 23/1/4/3168

Mr. Hugh Tosh, T.C.

Would you kindly arrange for a photograph to be taken on FRIDAY, 4th September - in TC/4 of a telephone to be blown up to 20 x 16 for caption easel - this for use in Ep.4. on Friday, 11th September, 1964.

Harry Jones
(Assistant to Mervyn Pinfield)

SUBJECT: PROPERTY AND
DRAPE REQUIREMENTS
TO: PROPERTY MASTER
COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

RECEIVED BY
PROP. MASTER
9-45 A.M.
P.M.

20/8/

1	HIRE (2)	9	SALVAGE
2	STOCK ✓	10	SUPPLY
3	DRAPES ✓	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2) ✓	15	B. H
8	A.S.O.	16	FILE COPY

PRODUCTION	DATES AND STUDIOS H.ENG./M) ARMOURERS							
DR. WHO. Series J. EPISODE 3. Des. Roy Cusick.	Filming	S	Telerecording & Experiments	S	Pre-Rehe & Setting	S	Transmission	S
			4th Sept. 64. 8.30-9.45 p.m.	T.O. 4	4th. Sept. 10.30 a.m. T.O. 4			

PROPS ONLY

T/V Prod. Buyer deliver to: Tr. Genter on: 2nd Sept. except as shown:

SET I. (as from episode no. 2.)

INT. OF LABORATORY. (SERIES)

DES.		1.	One special telephone (without dial)
	7/2	2.	2 country type telephone directories.
HSE. ENG.	(H)	3.	One special hired lab. bench (to have built in porcelain sink tap, plug and gas tap. (F.P. water.
A.F.M.		4.	I test tube rack (A.F.M.)
	7/2	5.	I wooden filing cabinet NO.2. ✓
	7/2	6.	3 large brown glass jars (developer type) Glass (AS FILMING) winchester bottles.
A.F.M.		7.	I plug and chain A.F.M.
	7/2	8.	2 Laboratory tables or benches 6'x2'x3' ^{2 Tables} No. 453 ✓
	(H) 7/2	9.	quantity of Lab. gear for above. (retorts, bunsen burners, glass jars, test tubes, stands etc.)
	7/2	10.	I set of wooden shelves ^{2 Bookcases} 72" - 73" wide x 7' 0" high.
	(H) 7/2	11.	QUAntity of jars and bottles to be put on shelves
	(H)	12.	2 green glass office type lamp shades complete with brass bayonet fitting and one yd. of flex on each.
	(H)	13.	I white porcelain wall light switch or brass.
	(H)	14.	6 Botanical diagrammatic charts
	(H)	15.	6 developing trays (large)
	(H)	16.	4 seed boxes complete with pots and small plants
	(H) 7/2	17.	I2 plant and root growths in glass jars.
	7/2	18.	I galvanized dustbin.
	(H)	19.	2 tall plants in pots.
	7/2	20.	I dead fly
	7/2	21.	I roller towel and roller.
	7/2	22.	I small hand towel.
9/2	9/2	23.	I bottle of red cochineal.
ARMOURERS		24.	I small gun. A.F.M.) Automatic No. 35 ✓

Signed

David Robertson

Date

18/8/64

(PRODUCER)		RECEIVED BY PROP. MASTER A.M. P.M. / /		FOR PROP. MASTER USE ONLY			
SUBJECT:	PROPERTY AND DRAPE REQUIREMENTS			1	HIRE (2)	9	SALVAGE
TO:	PROPERTY MASTER			2	STOCK	10	SUPPLY
COPIES TO:	STUDIO MANAGER			3	DRAPES	11	C/HAND T/C
	SCENE MASTER			4	CATERING	12	C/HAND
	DESIGNER			5	WARDROBE	13	PROP. MASTER
	A.F.M.			6	WORKSHOP	14	INVESTIGATOR
	PRES.			7	P. CASH (2)	15	
				8	A.S.O.	16	FILE COPY

PRODUCTION	DATES AND STUDIOS							
	Filming	S	Telerecording & Experiments	S	Pre-Rehs & Setting	S	Transmission	S

PROPS ONLY

T/V Prod. Buyer deliver to:

on:

except as shown:

	H	T/C	P/C	D	
					INT. OF LABORATORY cont. Page 2.
					25. 18 leather bound books.
					26. 4 large ledgers.
					27. 6 large notebooks. - <i>MARbled Skill covers</i>
					28. 12 pocket folders full of various papers.
					29. 6 filing boxes.
					30. 4 cardboard boxes (any make)
DES.					31. 1 stock of wheat.
					32. 3 window blinds 3' wide and brackets. <i>(GREEN)</i>
					33. 1 small dark wood table. 2'x2' No. 109. <i>(HOLLAND)</i>
	H				34. 12 Winchester bottles.
	H				35. 2 microscopes.
	H				36. 1 box of slides.
					37. 1 magnifying glass.
'C			P/C		38. 1 lb. wheat grains.
P/C			P/C		39. 1 packet Litmus paper.
					40. 6 test tube corks.
P/C			P/C		41. 1 special tin. (A.F.M.) 1 PILL BOX - ROUND 1" dia.
					42. 1 enamel bucket.
					43. 2 floor cloths.
P/C			P/C		44. 1 cake of soap.
A.F.M.					45. 1 special note book (A.F.M.)
A.F.M.					46. 1 special briefcase (A.F.M.)
					SET 2. INT. DRAIN PIPE. SERIES.
D					47. 2x15' 2x 15'x15' black velours.
					SET 3. EDGE OF SINK. SERIES.
D					48. 2x15'x15' black velours.
	H				49. 1 bearskin rug. 1 sk.
					SET 4. EXT. OF LABORATORY. Country house.
	H				50. 2x 4'by7' high boxed hedgerow type foliage.

Signed

19mm. Rehearsal

15/8/64

FROM: (PRODUCER)

SUBJECT: PROPERTY AND
DRAPE REQUIREMENTS

TO: PROPERTY MASTER

COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

RECEIVED BY
PROP. MASTER

A.M.
P.M.

/ /

FOR PROP. MASTER USE ONLY

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPES	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

PRODUCTION

DATES AND STUDIOS

Filming	S	Telerecording & Experiments	S	Pre-Rehs & Setting	S	Transmission	S
---------	---	--------------------------------	---	-----------------------	---	--------------	---

PROPS ONLY

T/V Prod. Buyer deliver to:

on:

except as shown:

H T/C P/C D

FORRESTERS STUDY CONT.

PAGE 4.

2 LKS.

- H 78. I Landscape oil painting in gilt frame 3'x2' approx
- H 79. 6 country type or hunting prints. IN 100 YARD 4 FRAMES.
- H 80. I Mahogany bookcase approx. 4'6" wide.
- T/C 81...Quantity of leather bound dummy books for above item
- T/C 82 I Console table. No. 224 / 1 SKIP
- T/C 83. I wing chair. No. 193 ARM ✓
- T/C 84. I cushion. - Brocade type velvet
- I 85. I pair of brocade curtains 8' 0" drop with pelmet
- I 86. I pair net curtains 8' 0" drop.
- T/C 87. I rug approx. 6'x4' Axminster. No. 177 ✓
- T/C 88. I form with typeing unit. (approx. foolscap size)
- T/C 89. I 2 blank forms as above.
- T/C 90. 40 non tipped Cigs.
- T/C 91. I fiddle back carver. No. 80 ARM ✓ IN 9500 condition

SET 7. INT. POST OFFICE.

HIRE 2 LKS

- H 92. I Int. post office type 50 line switchboard
completely F.P.
- T/C 93. I swivel chair. Office type. No. 28 ARM ✓
- T/C 94. I cushion for above.
- T/C 95. I Woman's Own type magazine.
- T/C 96 3 china mugs F.P. clean
- T/C 97. I tea pot.
- T/C 98. I kettle.
- p/c 99. 1 lb. tea
- p/c 100. 1 lb. sugar.
- p/c 101. I pint milk.
- T/C 102. I small office table. (small oak) No. 49 ✓
- T/C 103. I in and out tray full of papers.
- T/C 104. I Biro.
- T/C 105. I blotter.
- T/C 106. 6 box files.

Signed

Date

18/7/64

FOR PROP. MASTER USE ONLY

RECEIVED BY
PROP. MASTER

A.M.
P.M.

COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

11

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPES	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

[illegible]

PROPS ONLY

T/V Prod. Buyer deliver to:

on :

except as shown:

H	T/C	P/C	D
H	$\frac{T}{C}$		
H	$\frac{T}{C}$		
H	$\frac{T}{C}$		
H	$\frac{T}{C}$		
H	$\frac{T}{C}$		

PAGE6.

I45. 2 clothes baskets.

Betty Thompson
25/8/64.

Signed

Date _____

8/8/64.

DR. WHO

Rec. 25th Aug.

Copy to:- Mervyn Pinfield 510 Union House.
Studio Bookings, B.H.

Exts.

24th August, 1964.

Dear Mr. Hunt,

May I confirm my recent telephone request for the hire of instruments as follows, for the programme "DR. WHO"

<u>Instruments</u>	<u>Place</u>	<u>Time</u>
3 PEDAL TYMPES VIOLAPHONE	To be delivered to Studio 2 Maida Vale on Tuesday 25th August and collected on Wednesday 26th August. Rec: 6.30 p.m. 25th Aug.	

Yours sincerely,

Margaret Quant
(Secretary to A.H.S.S.Tel.)

L.W. Hunt Drum Co.Ltd.,
10/11 Archer Street,
London, W.1.

BRING FORWARD MONDAY,
31st August.

VERITY.

24th August, 1964.

Kay tells me the amount of film in
Serial J - MINISCOLE is as follows:-

Episode 1 1' 43" (including
 20" opening).

Episode 2 00' 45"

Episode 3 00' 4"

Episode 4 1' 27"

Should the Film Cameraman have a
credit and, if so, on which episode?

Ver

Ext.

Later:-

No - film cameraman should not have
a credit as there is very little film.

Make-Up and Wardrobe should have a
credit on Ep.4.

P.T.O.

Verity deciding whether Alan Fogg -
Sound Supervisor, and Howard King -
Lighting Supervisor, should have a
credit on Ep.4.

She will give the answer next week.

Tell Kay as soon as possible.

28.8.64.

Yes - credit for both on Ep.4.

S.S.Tel.Ops. has given permission.

Kay informed.

VH

1) Org. Serials D.Tel thro' Verity Lambert
2) Mervyn Pinfield

TELEVISION SERVICE

Nº 1659

3

DESIGN DEPARTMENT BUDGET ALLOTMENT

FOR DESIGN USE ONLY

27 AUG 1964

PRODUCTION TITLE	PROJECT No.	STUDIO
DR WHO (J SERIES) EPISODE 4	23/1/4/3168	TC/4

DESIGNER	V.T.R. DATE	WEEK No.	TRANSMISSION DATE	WEEK No.
RAYMOND P. CUSICK	11 Sept. 1964	37	3rd Oct. 1964	41

Design Department Allocation :	* First — XXXXXXX Supplementary	£ 400
--------------------------------	--	-------

* Delete which does not apply.

Issued by Asst. to Mervyn Pinfield Producer.

Date of Issue 25th Aug. 1964

DISTRIBUTION

(for Douglas Camfield, Director)

Copies 1 and 2 to Costing Unit Room 481

Copy 3 retained by Producer

PS/366 Cat. No. 7447 CV. 30659 100P 3.64

Merity Lambert (505 Union House)

PABX Ext.

"DOCTOR WHO" : SERIAL J.

S.Tel.Tech.Ops.

26th August, 1964.

Both lighting and sound on this particular serial have been exceedingly complicated and I would, therefore, like to give both the Lighting Supervisor and the Sound Supervisor a credit on the fourth and last episode.

I would be most grateful if you would give this your consideration.

vas.

(Merity Lambert)

Raymond P. Cusick, Rm. 329, Ext.

26th August, 1964

T.A.R.D.I.S. DOORS-DR.WHO No.4 SERIES 'J'

Graphics Manager

Copy to: Alf Cowling
Shawcraft Models
Designer

This note is to confirm my verbal instructions made by telephone on Wednesday 26/8/64 to Shawcraft (Models) Limited.

They are to repair opening and shutting device on the T.A.R.D.I.S set doors before the 11/9/64 for above production.

The doors are at present stored by C.D.O at their stores at Hayes, Middlesex. Permission has been given by Mr. Sharp of C.D.O for Shawcraft to carry out the work at Hayes.

Raymond P. Cusick

(RAYMOND P. CUSICK)

S. Also to put in working order the control control column of T.A.R.D.I.S & practical gas tap in laboratory. R.P.C

From: Superintendent, Television Technical Operations

Subject: "DOCTOR WHO" : SERIAL J : SCREEN CREDITS FOR STAFF

To: Miss Verity Lambert Copy to: H.T.O.Tel.S.

27th August, 1964.

I am glad to give permission for Howard King and Alan Fogg to receive screen credits for their work in the fourth and last episode of "Doctor Who", Serial J, as requested in your memorandum of 26th August.

Would you please use the wording:

"Lighting by Howard King" or

"Lighting: Howard King"

"Sound Mixing by Alan Fogg" or

"Sound Mixing: Alan Fogg"

R de B. McCullough
(R. de B. McCullough)

FOR PROP. MASTER USE ONLY

9-30 A.M.

31/8/64

1	HIRE (2)	9	SALVAGE
2	STOCK (2)	10	SUPPLY
3	DRAPES	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	B. H. I
8	A.S.O.	16	FILE COPY

DATES AND STUDIOS *Elec's (m)* *H. ENG (m)*

DES. RAYMOND
CUSICK.

PROPS ONLY

T/V Prod. Buyer deliver to: Tv. Cent on: 9th Sept. except as shown:

SET I. INT. OF COUNTRY POST OFFICE.

PAGE I.

As Ep. 3.

Elec's

I. I Int. post office type 50 line switchboard
completely F.P.

2. I swivel chair. Office type NO.28.✓
3. I cushion for above.
4. I womans own type magazine.
5. 3 china mugs F.P.
6. I small office table No. 49 ✓
7. I in and out tray full of papers.
8. I Biro.
9. I blotter.
10. 6 box files
11. I ever lasting desk calender.
12. Quantity of desk dressings. D.W.S.

JMB.

- I3. 2" wall gabrackets and shades.
- I4. 2 tea chests.
- I5. I2 biscuit tins
- I6. 6 cardboard boxes.
- I7. 2 wall calenders
- I8. 6 assorted P.O. type posters and show cards.
- I9. 2 Bentwood chairs. NO. 40. ✓
- 20.. I2 sea side type postcards.
- 2I. I wall mirror(tatty)No.24 ✓
22. Large quantity tinned foods to dress shelves.
23. "bottled and packaged"
24. 6 sacks of paper(flour)
25. I2 saucepans, large as new.
26. I2 " , small, " }
27. 6 tin kettles. (as new)
28. 6 brooms . 22 "
29. 6 spades " "

As purchased
Ep. 3. AND
some T/c stock

Signed _____

Down Lakeland

Date _____

27/8/64

FOR PROP. MASTER USE ONLY

RECEIVED BY
PROP. MASTER

A.M.
P.M.

COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPES	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

DATES AND STUDIOS

2

Telerecording & Experiments

S Pre-Rehs
& Setting

5

Transmission

5

except as shown :

IN T/C/P/C/D

PAGE "2.

30. 6 forks (as new)
31. 1 rack of newspapers.
32. 1 ledger.
33. 1 dip pen.
34. 1 ink well G.P.O. type .
35. 4 wads assorted forms on strings.
36. 1 letter scales.
37. 1 parcel scales.
38. 2 G.P.O. sacks full of paper.
39. 1 set of date stamps.
40. 1 large wall clock. (DWS)
41. 1 pigeon hole rack ,floor standing.
42. 1 G.P.O. type stamp book.
43. 2 hanks of sash cord.
44. 3 Cornish travel posters, .(British railways) *As Ep.3.*
45. 1 A.B.C.
46. 1 railway timetable.
47. 1 wall map of West Cornwall. *As Ep.3.*
48. 2 clothes. baskets.
49. 3 doz. police constable type forms and circulars.
50. Re. item no.1. Could we have G.P.O. engineer in
THIS HAS BEEN studio to put switchboard in F.P.
ARRANGED.
(PABX. 2332) order.

SST 2. FORRESTERS STUDY (series)

O.T.P.

51. I leather topped writing table.
52. I leather blotter with paper.
53. I dip pen type ink stand .
54. I bottle of F.P. blue ink.
55. I desk lamp (non prac.) - *Green Trough*
56. I country type telephone without dial.

Signed

Data

SUBJECT: PROPERTY AND
DRAPE REQUIREMENTS

TO: PROPERTY MASTER

COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

RECEIVED BY
PROP. MASTER

A.M.
P.M.

11

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPE	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

PRODUCTION

DATES AND STUDIOS

Filming	S	Telerecording & Experiments	S	Pre-Rehs & Setting	S	Transmission	S

PROPS ONLY

T/V Prod. Buyer deliver to:

on:

except as shown:

H T/C P/C D

SET "2. FORRESTERS STUDY CONT.

PAGE 3.

57. I country type telephone directory.
58. I letter and paper rack.
59. I glass ashtray.
60. I table lighter.
61. 6 pocket folders full of papers.
62. I black accounts rule.
63. I glass paperweight.
64. I pen rack.
65. 2 dip pens (f.p.)
66. 2 doz. sheets writing paper.
67. I waste paper basket. (wicker)
68. I letter opener.
69. I F.P. fender no. 42. ✓
70. I set of brass fire irons.
71. I fire grate.
72. I "xscreen. No. 21 ✓
73. I ten foot drop selected drape. D.W.S.
74. I mantel piece clock. (DUS)
75. 2 " " " ornaments.
76. 6 smaller pieces of china dressing..
77. I Landscape oil painting in gilt frame.
78. 6 country type or hunting prints.
79. I mahogany bookcase .
80. Quantity of leather bound dummy books for above
81. I console table. No. 224 ✓ SKIP
82. I wing chair no. 193. ✓
83. I cushion. - velour
84. I pair of brocade curtains 6x 8'0" drop with
pelmet.
85. I pair net curtains 8' 0" drop.
86. I rug app. 6'x4' no. 177. ✓

Jm B.

O.T.P.

Signed

Date

27/8/64.

SUBJECT: PROPERTY AND
TO: DRAPE REQUIREMENTS
 PROPERTY MASTER
COPIES TO: STUDIO MANAGER
 SCENE MASTER
 DESIGNER
 A.F.M.
 PRES.

RECEIVED BY
 PROP. MASTER

A.M.
 P.M.

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPE	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

PRODUCTION

DATES AND STUDIOS

Filming	S	Telerecording & Experiments	S	Pre-Rehe & Setting	S	Transmission	S

PROPS ONLY

T/V Prod. Buyer deliver to:

on:

except as shown:

SET 5. EXT. COUNTRY HOUSE CONT.

PAGE 6.

- I36. I galvanized dustbin.
 I37. 2 tall plants in pots.
 I38. I roller towel and roller.
 I39. I small hand towel.
 I40. I small gun (AFM)
 I41. I8 leather bound books.
 I42. 4 large ledgers,
 I43. 6 large note books.
 I44. I2 pocket folders full of various papers.
 I45. 6 filing boxes.
 I46. 4 cardboard boxes.
 I47. I stook of wheat.
 I48. 3 window blinds 3' wide and brackets.
 I49. I small dark wood table. no. I09.
 I50. I2 Winchester bottles.
 I51. 2 microscopes.
 I52. I box of slides.
 I53. I magnifying glass.
 I54. 2 blankets (for lying on floor)
 I55. 4 I" diameter pill box tops. As Ep. 3.
 I56. 2 pairs tweezers.
 I57. 1/2 lb. wheat grains.
 I58. I book of litmus paper.
 I59. 6 test tube corks.
 I60. I enamel bucket.
 I61. 2 floor cloths.
 I62. I cake of soap.
 I63. I special notebook. (AFM)
 I64. I special brief case (AFM)
 I65. I sleeping dark stuffed cat.
 I66. I special gas tap (AFM)

GREEN
 HOLLAND

A.F.M.

P/c

P/c

P/c

AFM

AFM

AFM

Signed

Date

27/8/64

(PRODUCER)

1	HIRE (2)	9	SALVAGE
2	STOCK	10	SUPPLY
3	DRAPES	11	C/HAND T/C
4	CATERING	12	C/HAND
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	
8	A.S.O.	16	FILE COPY

DATES AND STUDIOS

5

Telerecording & Experiments

S **Pre-Acks
& Setting**

5

Transmission

5

except as shown:

SET NO. 7. GAS TAP.

I67. I S.F.X. match.
SETNO. 8.INT. TARDIS.(SERIES)
I68. I classical wooden pedestal.
I69. I eagle pedestal.
I70. I brass clock.
I71. I astrolabe.
I72. I throne chair; no. 17.
I73. I armchair NO. 245.
I74. I S.F.X. piece of corn. (A.F.)
I75. 4 small glasses (D.W.\$.) (C.C.)
I76. I packet of wheat seed.

AFM.

P/c

Signed

Date _____

97/8/64

Mervyn Pinfield, 510 Union

27th August, 1964

MUSIC FOR DR WHO (J) EPISODE 3: 23/1/4/3167
EPISODE 4: 23/1/4/3168

Mr. E. Caffery, 4112, B.H.

Copy to: Miss Pauline Mansfield-Clark
Miss Verity Lambert
Organiser, Serials D.Tel.

EPISODE 3: Mr. Dudley Simpson composed four minutes 50 secs of incidental music for this episode. Recorded on Tuesday, 25th August, 1964 - 6.30 p.m. to 10.30 p.m. Maida Vale Studio 2.

1. Double Tuba/Trombone ✓
2. " Flute/Piccolo ✓
3. " Clarinet/Bass Clarinet ✓
4. " Piano/Celeste ✓
5. " Percussion/Vibraphone etc. ✓
6. Cello
7. Horn
8. Trumpet

Dudley Simpson conducted.

EPISODE FOUR: Same details as for Ep.3: Five mins 17 secs.

(Assistant to Mervyn Pinfield) *K F Super*

Here are the details of attendances by Mr. Dudley Simpson in connection with the music for the above programme:-

- 20th July - first discussion 11.30 a.m. to 12.30 p.m. with Director.
- 10th Aug. Played piano of music outline at TC - 4 p.m. to 5.30 pm
- 21st Aug. Attended Studios for first recording of Ep.1.
5 p.m. to 9.30 p.m.
- 27th Aug. T.C. edited tape for Ep. 3. 11.a.m. to 12.30 p.m.
- 11th Sept. He will be at the studios T.C. for recording of
Ep.4. 5 p.m. to 9.30 p.m.

(Assistant to Mervyn Pinfield) *K F Super*

Verity Lambert (505 Union House)

PABX Ext.

MUSICIANS' UNION TELEVISION-PROGRAMME CONTRACTS NOTICE 235.

Organiser, Serials, D.Tel.

Copy to: H.Serials D.Tel. 28th August, 1964.

Further to my memo. of 2nd July, 1964, I am attaching a list of the musicians' fees for "DOCTOR WHO" Serial J, the Miniscule story.

I will send details for Serial K "RETURN OF THE DALEKS" as soon as they are available.

Vas.

(Verity Lambert)

Att.

"DOCTOR WHO"

Serial J - "PLANET OF GIANTS"

		<u>Old Rate</u>	<u>New Rate</u>	<u>Rec.Date</u>
1. Planet of Giants	8 musicians	£9 each	£8 each	21. 8.64
2. Dangerous Journey	" "	£9 each	£8 each	28. 8.64
3. Crisis	" "	£9 each	£8 each	4. 9.64
4. The Urge to Live	" "	£9 each	£8 each	11. 9.64

The music for this serial was recorded in two sessions of four hours each.

Four of the musicians doubled for all the episodes, therefore they get an additional fee of 15/- per episode under both the old and the new rates.

TOTALS PER EPISODE:-	Old Rate: £72.0.0.	New Rate: £64.0.0.
	+ £3.0.0. doubling fees.	+ £3.0.0. doubling fees
	+ <u>£75.0.0.</u>	= <u>£67.0.0.</u>

TOTALS PER SERIAL:-	Old Rate: £288.0.0.	New Rate: £256.0.0.
	+ £12.0.0. doubling fees.	+ £12.0.0. doubling fees
	= <u>£300.0.0.</u>	= <u>£268.0.0.</u>

-----oOo-----

Vas.
28.8.64.

From: Design Manager

SUBJECT:DESIGN-WEEK 36, 1964

Programmes marked * may have designer credits.

Date	Production BBC-1	Classi- fication	Designer	Information Date	Prop. Date
Saturday 29.8.64	DSR:VTR: Catch Hand-10/10	A+	D. Brewer	6. 8. 64	14.8. 64*
	Staff Training		Staff Training	14.8. 64	20. 8.64
	OBS: Summer Grandstand		SDU	14.8. 64	20. 8.64
	LE:VTR: Roy Kinnear -7/7	B	D. Blake	6. 8. 64	14. 8.64
Sunday 30.8.64	Staff Training		Staff Training	14. 8. 64	20. 8.64
Monday 31.8.64	DSL: Compact -278	B	G. Howard	6. 8. 64	14. 8.64*
	DSR:VTR: Kipling-11/13	A+	D. Shortman	24.7. 64	12. 8.64*
	'Only a Subaltern				
	LE:VTR: Dixon of Dock Green A		D. Dodd	6. 8. 64	14. 8.64*
	FP:VTR: Clapperboard -11/13		SDU	14. 8. 64	20. 8.64
	TTP: Tonight		SDU	17. 8. 64	21. 8.64
	OB: Wembley: Greyhound St. Leger		J. Bould	17. 8. 64	21. 8.64
	Panorama Replacement ?		SDU	17. 8. 64	21. 8.64
Tuesday 1.9.64	DSL:VTR: Compact -279	B	G. Howard	7. 8. 64	14. 8.64*
	FP:VTR: Having a Baby-4&5/10		SDU	17. 8. 64	21. 8.64
	TTP: Tonight		SDU	17. 8. 64	21. 8.64
	OB: Lon: Songs of Praise		J. Bould	17. 8. 64	21. 8. 64
Wednesday 2. 9. 64	DSR:VTR: Z Cars	A+	S. Morris	24. 7. 64	11. 8.64*
	OBS: Sportsview		SDU	18. 8. 64	24. 8.64
	TTP: Tonight		SDU	18. 8. 64	24. 8.64
	OB: Lon: Pleasure Boat		J. Bould	18. 8. 64	24. 8. 64
	Top Score	C	SDU	10. 8. 64	18. 8. 64

Date: 20.7.64 * Allocation of Designers as of date of issue - subject to change

Date	Production	Classification	Designer	Information Date	Prop. Date
Thursday 3.9.64	Sch: Merrygoround -1 TTP: Tonight TF: Choice OB: London:Pleasure Boat	C	Schools SDU SDU J. Bould	12. 8. 64 19. 8. 64 11. 8. 64 19. 8. 64	18. 8. 64* 25. 8. 64 19. 8. 64 25. 8. 64
Friday 4.9.64	DSL:VTR: Dr. Who(J)-3/4 Sch:VTR: Men In History TTP: Tonight -5 FP:VTR: Blue Peter OB: Lon:(Clacton) Holiday Arena	A+ D	R. Cusick Schools SDU SDU J. Bould	29. 7. 64 13. 8. 64 20. 8. 64 20. 8. 64 20. 8. 64	14. 8. 64* 19. 8. 64 26. 8. 64 26. 8. 64 26. 8. 64
<u>FILMING -BBC-1</u>					
Sun-Fri 30.8.-4.9.	Square World (Loc)			7. 8. 64	17. 8. 64
Tues&Thur. 2 &4.9.	Square World (Studio)			7. 8. 64	17. 8. 64
Mon-Fri 31.8 &5.9.	Monte Cristo (Loc)			27. 7. 64	7. 8. 64
Mon-Wed. 31.8.-2.9.	Kipling (Loc)			10. 8. 64	18. 8. 64
Mon-Tue 31-8.&1.9.	Kipling (Studio)			10. 8. 64	18.8. 64
Mon-Fri 31.8-4.9	Documentaries			10. 8. 64	18.8. 64
Mon-Tue .9.	Diary of a Young Man			10. 8. 64	18. 8.64
Mon-Fri 31.8.-4.9	Z Cars (Loc)			10. 8. 64	18. 8. 64
Thursday 3.9. 64	Z Cars (Studio)			14. 8. 64	24. 8. 64
Tue-Wed. 1/2.9.	Dixon of Dock Green Loc.			10. 8. 64	18. 8. 64
Monday 31.8.64	Bob Monkhouse (Loc)			10. 8. 64	18. 8. 64
Tuesday 1.9.64	Home Interest (Loc)			10. 8. 64	18. 8. 64
Wednesday 2.9.64	Communications (Loc)			14. 8. 64	24. 8. 64

Date	Production BBC- 2	Classi- fication	Designer	Information Date	Prop. Date
Saturday 29.8.64	LE: Open House OB: Lon:VTR:Time Out TF: The Second Sex-2/6	B	P.Allen SDU SDU	6. 8. 64 14. 8. 64 14. 8. 64	14. 8. 64* 20. 8. 64 20. 8. 64
Sunday 30.8.64	TM:VTR: Midweek Music OB: Lon: Time Out	B	SDU SDU	14. 8. 64 14. 8. 64	20. 8. 64* 20. 8. 64
Monday 31.8.64	FP:VTR:Play School(2) OB:Lon: VTR: Horizon	C	A.Welstead SDU	13.8. 64 14. 8.64	21. 8. 64* 20. 8. 64
Tuesxay 1.9.64	FP:VTR: Play School (2) OB: Lon: VTR: Horizon OB: Lon:VTR: Engineering Design		A.Welstead SDU SDU	13. 8. 64 17. 8. 64 17. 8. 64	21. 8. 64 21. 8. 64 21. 8. 64
Wednesday 2.9.64	TD:VTR:Tues.Term: Birth of a Nation-2/5 FP:VTR: Play School(2) OB: Lon:VTR:Engineering Design OB: Lon:VTR:Wheelbase		SDU A.Welstead SDU SDU	18. 8. 64 13. 8. 64 18. 8. 64 18. 8. 64	24. 8. 64 21. 8. 64 24. 8. 64 24. 8. 64
Thursday 3.9. 64	OBFS: Time Out LE:VTR: The Beat Room -10 DP:VTR:St.Pde: 'The World That Summer' OB:R.A.H. Lon: Promenade Concert Play Schools Stories Insert	C D A+	SDU R. Berger L. Austin J. Bould A.Welstead	19. 8. 64 19. 8. 64 28. 7. 64 19. 8. 64 13. 8. 64	25. 8. 64 26. 8. 64* 13. 8. 64* 26. 8. 64 21. 8. 64
Friday 4.9.64	DSL:VTR: Miss Memory -5/6 OB: Lon:R.A.H. Promenade Concert	A	S.Spence J.Bould	12. 8. 64 20. 8. 64	20. 8. 64* 26. 8. 64

Date	Production BBC-2	Classi- fication	Designer	Information Date	Prop. Date
	<u>FILMING-BBC-2</u>				
Mon-Fri 31.8-4.9.	Fourteen to Mitremos (Loc) Question of Corruption			10. 3. 64	13. 3. 64
Sat-Fri 29.8 -4.9.	The Pacemakers (Loc)			10. 3. 64	13. 3. 64
Mon-Fri 31.8-4.9.	Encounter/Enquiry (Loc)			10. 3. 64	13. 3. 64
Monday 31.8.64	Sat. Magazine-Open House (Loc)			10. 3. 64	13. 3. 64
Mon-Fri 31.8-4.9.	Time Out			10. 3. 64	13. 3. 64
Thur-Fri 3/4.9.	Play School (Loc)			14. 3. 64	17. 3. 64

SUBJECT: PROPERTY AND
DRAPE REQUIREMENTS
TO: PROPERTY MASTER
COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.M.
PRES.



RECEIVED BY
PROP. MASTER

2-45
1 19/64
A.M.
P.M.

1	HIRE (2) ✓	9	SALVAGE ✓
2	STOCK (2) ✓	10	SUPPLY ✓
3	DRAPES ✓	11	C/HAND T/C ✓
4	CATERING ✓	12	C/HAND ✓
5	WARDROBE ✓	13	PROP. MASTER ✓
6	WORKSHOP ✓	14	INVESTIGATOR ✓
7	P. CASH ✓	15	B.H. ✓
8	A.S.O. ✓	16	FILE COPY ✓

PRODUCTION

DATES AND STUDIOS

Filming	S	Telerecording & Experiments	S	Pre-Rehs & Setting	S	Transmission	S
"DR. WHO" (SERIES J.) EPISODE 3. Des: Raymond Cusick		4th Sept 1964. 8.30 - 9.45	TC 4. 4.45	4th Sept. 10.30 AM TC 4.			

PROPS ONLY

TV Prod. Buyer deliver to: W. Centre on: 3rd Sept. except as shown:

H T/C P/C D

ADDITIONAL PROP LIST. PAGE 8.

SCENERY

C.M.

e/c

e/c

e/c

T/C

T/C

T/C

146. One fully-prac smokegun. The one used in the programme "BEYOND THE FRINGE".
147. Two thermos flasks of fully-prac tea. One to be delivered to T.C.4. at 10.30 AM, the other to be delivered at 4.45PM.
148. 1lb fully-prac sugar.
149. 1 pint fully-prac milk.
150. 2 white handkerchiefs.
151. 1 small notebook approx 5" X 4". Please note that this item is a much-used possession of Doctor Who, therefore it is vital that it should look "worn". It will be seen in Close-Up as the actor draws a diagram. (HBS)
152. 20 tipped cigarettes.
153. Two blankets or pieces of hessian to be laid on the floor.

Betty Hodgson
1/9/64

Signed Dawn Carter

Date 3/8/64

MERVYN PINFIELD

DR WHO (J) EP. 3.

37

RECORDED

4th Sept.1964

Mon. 31st August, 64 10.30 a.m. to
5.30 p.m.

Tue. 1st Sept.

Wed. 2nd "

Thur. 3rd "

Frid. 4th " 10.30 a.m.
onwards

PLEASE NOTE NEW REHEARSAL ROOM
FROM EP.1. 17th Aug.

LONDON TRANSPORT ASSEMBLY ROOM
(new building in WOOD LANE
on R.hand side coming from
S.B.Green before T.C.)

PHONE: S.Bush

TC/4

*f. mess. f
0855 f*

WILLIAM HARTNELL

DR WHO

WILLIAM RUSSELL

IAN

ACQUELINE HILL

BARBARA

CAROLE ANN FORD

SUSAN

ROSEMARY JOHNSON
(Roy Fox)

EMMA:
EPS 3 and 4

1. 2 0

*OK S ✓
3/4*

repeated

PTO/

FOR PROP. MASTER USE ONLY

**SUBJECT: PROPERTY AND
DRAPE REQUIREMENTS**

TO: PROPERTY MASTER

COPIES TO: STUDIO MANAGER
SCENE MASTER
DESIGNER
A.F.M.
PRES.

RECEIVED BY
PROP. MASTER

2-45 P.M.
2/9/64

1	HIRE (2) X	9	SALVAGE
2	STOCK ✓ (2)	10	SUPPLY
3	DRAPES X	11	C/HAND T/R
4	CATERING	12	C/HAND ✓
5	WARDROBE	13	PROP. MASTER
6	WORKSHOP	14	INVESTIGATOR
7	P. CASH (2)	15	B.H.
8	A.S.O. ✓	16	FILE COPY

PRODUCTION

DR. WHO. SERIES J.
EPISODE 3.

Designer: -
RAYMOND CUSICK

DATES AND STUDIOS

Filming	S	Telerecording & Experiments	S	Pre-Rehe & Setting	S	Transmission	S
		4th Sept- 64. 8.30-9.45 p.m.	t.c. 4	4th. Sept 64. 10.30 a.m.		t.c. +	

PROPS ONLY

T/V Prod. Buyer deliver to: T. Leontine on: 3rd Sepr. except as shown:

H	T/C	P/C	D
---	-----	-----	---

ADDITIONAL PROP LIST.
PAGE 8.

- I54. I buzz box. F.P.
I55. 3 teaspoons.
I56. I normal height table. (approx. 2'x2')
I57. I notepad. (the type normally used in a telephone exchange to scribble down numbers.)
I58. 4 F.P. lead pencils.
~~I59. 11~~

Re. item no. I5I on additional prop. list page 7: Could the notebook also be unlined and open at the top.

(DWS)

Betty Anderson
2/9/64.

Signed

Date _____

1/9/64

WARDROBE FITTING FEES SHEET

PRODUCTION: "Dr. Who", J.

COSTUME SUPERVISOR: DAPHNÉ DARÉ.

[illegible]

100

• *Journal of Management Education* 32(10):1039-1050

.....

Urdu

David Whitaker

1972/4/27

FROM: Senior Administrative Assistant, Scenic Servicing, 481, T.C.

SUBJECT: INCREASE IN BUDGET ALLOTMENT

Drama (Serials)

TO:	Organiser	Copies to:	Designer:
			Producer: Raymond Cunick
			Verity Lambert
			Director: Morwyn Fildfield

A further D.D.B.A. has been requested from the Designer to cover the cost of the Production requirements

PRODUCTION:

Dr. Woo J/3 23/1/4/3167

TX/VTR DATE:

4.9.64

AMOUNT REQUIRED: £ 50

MAKING A TOTAL OF: £ 550

For (N.S. Holmes)

2nd September, 1964.

J. J. Kelly

1. Verity Lambert
2. Org. Serials D.Tel.
3. Mervyn Pinfield

TELEVISION SERVICE

~~Nº~~ 1661

3

DESIGN DEPARTMENT BUDGET ALLOTMENT

FOR DESIGN USE ONLY

19 SEP 1964

PRODUCTION TITLE	PROJECT No.	STUDIO
DR WHO: EPISODE THREE	23/1/4/3168	TC/4

DESIGNER	V.T.R. DATE	WEEK No.	TRANSMISSION DATE	WEEK No.
RAYMOND P CUSICK	4th Sept. 1964	36	14th Nov. 64	47

Design Department Allocation :	* First xxx Supplementary —	£ 50
--------------------------------	---	------

* Delete which does not apply.

Issued by (Asst to Mervyn Pinfield) Producer.

Date of Issue 3rd Sep. 1964

DISTRIBUTION

Copies 1 and 2 to Costing Unit Room 481
Copy 3 retained by Producer

VERITY.

3rd September, 1964.

I took this along to Kay, who says it is in order and she is sending a DDBA.

I have added the amount to the rough estimate she had given me, which is in your in-tray.

Val

Age Group	1990	1995	2000	2005
0-14	15.0	14.0	13.0	12.0
15-24	12.0	11.0	10.0	9.0
25-34	10.0	9.0	8.0	7.0
35-44	8.0	7.0	6.0	5.0
45-54	6.0	5.0	4.0	3.0
55-64	4.0	3.0	2.0	1.0
65-74	2.0	3.0	4.0	5.0
75+	1.0	2.0	3.0	4.0

1. *Journal of the American Medical Association*, 1997; 277: 1033-1037.

... ..

Copy for George Fink and
510 Union
David H. ...

Service and probable date of broadcast (if known)	Name of Programme, Title of Work and author	Fees
1971	THE LIFE AND TIMES OF GEORGE WILLIAMSON Project No. 17/10/1971/171	
	Agenda for the afternoon, 1971/10/17 etc.	
(4)		

DR WHO (J) EPISODE THREE - CAST LIST REC: 4th Sept. 1964

NAME	CHARACTER	ADDRESS/PHONE	REH.
WILLIAM HARTNELL	DR. WHO	MAYFIELD	Aug. 31
WILLIAM RUSSELL	IAN	BOXMOOR	"
JACQUELINE HILL	BARBARA	PARK	"
CAROLE ANN FORD	SUSAN	MAI	"
ROSEMARY JOHNSON	EMMA ROWSE		"
		SHE	
REGINALD BARRATT	SMITHERS		"
		<u>FUL.</u>	
JOHN DAWSON <i>Fred Harris</i>	ALBERT ROWSE (Policeman)		"
ALAN TILVERN	FORESTER	<u>HAM.</u>	"

MUSIC FOR DR WHO (J) EPISODE THREE REC. 4th Sept. 1964

Band 35. P.2. As Band 34

36 P.5 30

37 8 21

38 9 22

39 11 12

40 23 16

41 25 TAKE 2

42 34 As 41

43 36 3 min 5 secs
(retake from Letter 'D')

44 ~~31~~
P.41 Take 2

45 P.43 Take 1

MERVYN P. NEWELL 510 Union 4191/2

DR WHO EPISODE THREE
(23/1/22/4/3167)

III

WILLIAM H. NEWELL

WILLIAM H. NEWELL

AGNES L. WILL

GARLAND ANN FORD

ALAN TILVORE

RICHARD BARRATT

MARY JOHNSON

FRED FERRIS

841. 6. 04

MARVYN PINFIELD 510 Union 4101/2

7th Sept.1964

DR WHO (J SERIES) EP.3.

23/1/4/3168

IX 14 Nov.1964
IX 14 Sept.64

VT/T4/23673

841. 6. 0d

b) Orchestra: Composition: £31. 10.0d.
Conducting : £18. 18.0d
8 Musicians : £54. 0.0d
4 Doubling : 3. 15.0d
Assembly: : 4. 0.0d
Porterage : : 1. 0.0d
Use recording at
final run thro' : : 8. 0.0d
Ex gratia payment
for cancellation of
recording session : : 20. 0.0d

151. 3. 0d

236. 5. 0d

G/fwd:

£1,228. 14. 0d

EPISODE THREE DR WHO (J)

	R/fed:	1,228.	14.	0d
Special Effects	£200			
Scenery	£500			
Supplementary	<u>50</u>	750.	0.	0d
Telesnaps		2.	12.	6d
Set Photos		2.	10.	6d

10. 0. 0d

142. 0. 0d

(estimate)

60. 0. 0d

Total:

£2,195. 17. 0d

DR WHO EP.3. (J) RETAKES

Take 2 of Opening.

SHOT 5: P.3. ? Late Cue - if they are still after the water stops -
(edit snip)

TEL. 3 P. 7 CAT THRO DOOR: Cut blank before cat into shot -
RECORDING BREAK (3.35 secs in from beg.) P.9.

SHOT 14. P. 12 + TELECINE 4. STOP RECORDING - (Barbara's hand in
in shot as she came
down chain)

STOP RECORDING: RETAKE SHOT 16 P. 14. () (giggles from other set) !

STOP RECORDING: RETAKE SHOT 23 (Boom in 25)

STOP RECORDING RETAKE SHOT 31 (music in after cut) (Boom in 33)

SHOT 61 SMOKE GUN SHOT: CLIP BIT : CUT OUT GUN JET in shot
(let it settle)
(Smithers waiting for cue)

SHOT 72 WIPE SOUND ? over into shot 73 ?

STOP RECORDING: RETAKE FROM SHOT 81 to END.

24 25
23 50
5

7/1/60

Op 2 Sea -

8 Sea water

5

7

17

3 Sea

mean

30

15

10

5

10

10

10

10

10

2

23

50

25

PROGRAMME ACCEPTANCE NOTIFICATION

To : Mervyn Pinfield (Producer) From : Drama Serials Organiser, Television

Title of Programme DR. WHO J3 23/1/4/3167 Studio TC 4

Record.

~~Transmission~~ date 4.9.64 from 8.30 to 9.45 p.m. Week No. 36

Tr. 3.10.64

Studio rehearsal date and time 4.9.64 from 10.30 a.m.

ALLOCATION £ 2380 Film sequence effect allocated YES/NO feet

Design and Supply classification Number of cameras Crew No.

DEADLINE DATES

Radio times billing ; preliminary FINAL

D & S information Property plot and captions

Designer R. Cusiok Designer credit YES/NO

Remarks :

Other supporting staff :

Wardrobe	Daphne Dare
Make-up	Sonia Markham
P.A.	Norman Stewart
F.M.	
A.F.M.	Val McCrimmon Dawn Robertson
Assist/Secretary	Kay Fraser

DR WHO (J) EPISODE THREE - CAST LIST REC: 4th Sept.1964

NAME	CHARACTER	ADDRESS/PHONE	REH.
WILLIAM HARTNELL	DR.WHO	MAYFIELD	Aug.31
WILLIAM RUSSELL	IAN	BOXMOOR	"
JACQUELINE HILL	BARBARA	PARK	"
CAROLE ANN FORD	SUSAN	MAI	"
ROSEMARY JOHNSON	EMMA ROWSE		"
		SHE	
REGINALD BARRATT	SMITHERS		"
		<u>FUL.</u>	
JOHN DAWSON <i>7 red 7 green</i>	ALBERT ROWSE (Policeman)		"
ALAN TILVERN	FORESTER	<u>HAM.</u>	"

DR.WHO (J) EP.3.

- page two -

Reg Barrett
OK SW

SMITHERS:
As Ep.2.

Repeat

ALAN TILVERN

505
FORESTER
as 1/2

John Dawson
Fred Harris
OK SW

ALBERT ROWSE:
Policeman; husband of Emma

EPS 3 and 4

From: Design Manager

Subject: DESIGN - WEEK 37, 1964

Programmes marked * may have designer credits.

Date 1964	Production <u>BBC-1</u>	Classi- fication	Designer	Information Date	Prop. Date
Sat. 5.9.	DSR: VTR: Sgt. Cluff - 6/6 The Manufacturer's Wife LE: Juke Box Jury & VTR LE: VTR: Bob Monkhouse 1/6 OBS: Summer Grandstand Sch: Merrygoround - 2	A+ B	L.Broadhouse S.D.U. R.Andrews S.D.U. Schools Des.	29.7.64 21.8.64 6.8.64 21.8.64 14.8.64	13.8.64 * 27.8.64 18.8.64 * 27.8.64 20.8.64
Sun. 6.9.	OBS: Swimming		J.Bould	21.8.64	27.8.64
Mon. 7.9.	DSL: Compact - 280 DSR: Kipling - 12/13 LE: Dixon of Dock Green-3 Sch: Inserts for the Orch. FP: Clapperboard - 12/13 TTP: Tonight	B A+ A	S.Durant E.Hercules G.Evans Schools Des. S.D.U. S.D.U.	13.8.64 4.8.64 13.8.64 17.8.64 21.8.64 24.8.64	21.8.64 * 19.8.64 * 21.8.64 * 21.8.64 27.8.64 28.8.64
Tues. 8.9.	DSL: VTR: Compact - 281 FP: Having A Baby 5 & 7/10 TTP: Tonight Sch: Science Session: "Sound on Disc"	B	S.Durant S.D.U. S.D.U. Schools Des.	14.8.64 24.8.64 24.8.64 17.8.64	21.8.64 * 28.8.64 28.8.64 21.8.64
Wed. 9.9.	DSR: Z Cars DP: Diary of a Young Man 6/6 OBS: Sportsview TTP: Tonight TPA: Party Political Bdest. L.E: Crackerjack Sch: Merrygoround - 3	A+ A+ B	J.Wood P.Seddon S.D.U. S.D.U. S.D.U. P.Cory Schools Des.	14.8.64 31.7.64 25.8.64 25.8.64 25.8.64 10.8.64 18.8.64	24.8.64 * 17.8.64 * 31.8.64 31.8.64 31.8.64 21.8.64 24.8.64
Thurs. 10.9.	TTP: Tonight Subtitles for Glyndebourne O.B: The Magic Flute Pilot Talks "Advance"	 B	S.D.U. J.Bould S.D.U.	26.8.64 26.8.64 18.8.64	1.9.64 1.9.64 26.8.64 *

Date 1964	Production <u>BBC-1</u>	Classi- fication	Designer	Information Date	Prop. Date
Fri. 11.9.	DSL: Doctor Who (J) - 4/4 FP: Blue Peter TTP: Tonight Sch: German - 1 OBS: White City Athletics T.P.A: Party Political	A D	R.Cusick S.D.U. S.D.U. Schools Des. J.Bould S.D.U.	5.8.64 27.8.64 27.8.64 12.8.64 27.8.64 27.8.64	20.8.64 * 2.9.64 2.9.64 24.8.64 2.9.64 2.9.64
<u>FILMING : BBC-1</u>					
Mon-Fri. 7-11.9.	Monte Cristo (loc)		B.Newbery/ M.Rea ?	17.8.64	25.8.64
Mon-Fri. 7-11.9.	Z Cars Wk.39 (loc)		J.Davies	17.8.64	25.8.64
Thur.10.9	Z Cars Wk.39 (studio)		J.Davies	21.8.64	31.8.64
Wed-Fri. 9-11.9.	New University (loc)		?	19.8.64	27.8.64
Mon. 7.9.	Bob Monkhouse for Week (loc) 39		R.Andrews	17.8.64	25.8.64
Tue/Wed. 8/9.9.	Dixon of Dock Green for Week 39 (loc)		A.Spriggs	17.8.64	25.8.64
All week.	Talks: O.B. Communications		S.D.U.	17.8.64	25.8.64
Tues. 8.9.	Home Interest (loc)		S.D.U.	18.8.64	26.8.64
Mon-Wed. 7-9.9.	M.R.I. (loc)		?	17.8.64	25.8.64
Mon-Tues 7/8.9.	Kipling for Week 39 (studio)		W.Stannard	17.8.64	25.8.64
Wed. 9.9.	Kipling for Week 39 (loc)		R.Stannard	19.8.64	27.8.64

Date 1964	Production <u>BBC-2</u>	Classi- fication	Designer	Information Date	Prop. Date
Sat. 5.9.	LE: Open House	B	J.Burrowes	13.8.64	21.8.64 *
	Talks: 2nd Sex - 3/6	D	S.D.U.	21.8.64	27.8.64
Sun. 6.9.	TM: Midweek Music	D	S.D.U.	21.8.64	27.8.64
	Sch: Maths '64		Schools Des.	14.8.64	20.8.64
Mon. 7.9.	TM: Workshop: "Shakespeare Primer"	D	N.James	14.8.64	24.8.64 *
	L.E: "East Lynn"	A	K.Norman	7.8.64	19.8.64 *
Tues. 8.9.	FP: Play School (2)	D	A.Welstead	20.8.64	28.8.64 *
Wed. 9.	TD: Tuesday Term VTR: Birth of A Nation		S.D.U.	25.8.64	31.8.64
	FP: Play School		A.Welstead	20.8.64	28.8.64
Thur. 10.9.	OBFS: Time Out/Wheelbase		S.D.U.	26.8.64	1.9.64
	LE: The Beat Room - 11/13	D	R.Berger	25.8.64	1.9.64 *
	FP: Play School Stories		A.Welstead	20.8.64	28.8.64
	DP: Evergreen Theatre	A+	J.Oman	31.7.64	18.8.64 *
	Sch: Maths '64		Schools Des.	19.8.64	25.8.64
Fri. 11.9.	DSL: Curtain of Fear - 6/6	A	S.Spence	19.8.64	27.8.64 *
<u>FILMING : BBC-2</u>					
Fri. 11.9.	Encounter/Enquiry (1oc)		S.D.U.	17.8.64	25.8.64
Mon-Fri. 7-11.9.	Time Out (1oc)		S.D.U.	17.8.64	25.8.64
Mon. 7.9.	Open House (1oc)		J.Burrowes	17.8.64	25.8.64
Thur/Fri. 10/11.9.	Play School		A.Welstead	21.8.64	31.8.64
Note: Drama to follow					

From: Miss Verity Lambert (Producer) 7th September, 1964 (Date)

Subject: RETENTION OF TAPE AFTER TRANSMISSION

To: Asst. S.Tel.E. Videotape, Rm 2132 T.C., thru' Organiser, Serials,..... (Organiser)
D.Tel. (2 copies)

Copy: Recording Clk., Rm 6058 T.C.

Programme/~~insert~~ "DOCTOR WHO" Serial J Episode 3 23/1/4/3167

being taped on 4th September, 1964 Tape No. VT 42 23675

for transmission on 14th November, 1964

must be retained longer than 24 hours after transmission because:

Wanted for possible repeat.

Please therefore hold the tape until further notice. (a precise date should be given)

I understand it will then be wiped within 24 hours.

(Signed) Verity Lambert
for (Verity Lambert)

Request noted by Asst. S.Tel.E. Videotape on M. Wilson
and this form returned

To: (Producer) through (Org.)

Copy:

File.

From: Douglas Camfield, 510 Union 4101/2

7th Sept.1964

Subject: DR WHO (J SERIES) EPISODE FOUR: 23/1/4/3168 - Record 11 Sept.

To: Mr.Hugh Tosh, T.C.

This is to confirm that Mr.Camfield has asked you to take a photograph of pylons - Kew Bridge for use in this week's episode.

Kay Fraser -
(Assistant to Douglas Camfield)

MERVYN PINFIELD

DR WHO (J) PART FOUR

11th Sept.1964

8.30 p.m.

37

RECORDED

Mon 7th Sept. 1964 10.30 a.m. to
5.30 p.m.

LONDON TRANSPORT ASSEMBLY ROOMS
Wood Lane, W.12. (SHE.)

Tue.8th "

Wed.9th "

Thu 10th "

Frid. 11th 10.30 a.m. onwards T.C.4

WM HARTNELL

DR. WHO

WM RUSSELL

IAN

JACQUELINE HILL

BARBARA

CAROLE ANN FORD

SUSAN

PTO/

58,0 18 0

From: Douglas Camfield 510 Union

9th Sept, 1964

Subject: DR WHO (J) Ep.4. 23/1/4/3168 - Recording 11th Sept.TC/4

To: Scene Master, T.C.

Studio requirements, please:-

Roller Caption Machine

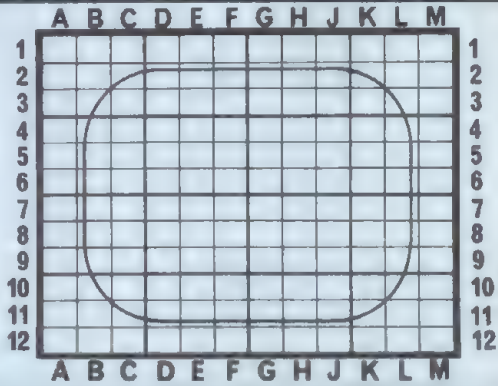
Ease

Two 12 x 9 Caption Cards

Kay Fraser
(Assistant to Douglas Camfield)

GRAPHICS 35MM TRANSPARENCIES ONLY

ORGANISER 3 PHOTOGRAPHERS 1 STUDIO MANAGER 1 DESIGNER 1

PRODUCTION		DR WHO (J SERIES) EPISODE FO		No:23/1/4/3168	
Studio	TC/4				
Filming					
Rehearsal	11th Sept.1964				
Recording	11th Sept.1964				
Transmission	21st Nov.1964				
PRODUCER	DOUGLAS CAMFIELD				
ASSISTANT	NORMAN STEWART				
DESIGNER	RAYMOND P.CUSICK				

CONFIRMING PHONE:

NEXT EPISODE
WORLD'S END

Signature Assistant to Douglas Camfield

Date 9th Sept.1964

FOR DELIVERY VIA INTERNAL MAIL

DATE

10 9 64

CONFIRMATION OF MESSAGE DICTATED TO
PHONOGRAMS, BROADCASTING HOUSE, LONDON

SERVICE **TELEVISION**
CHARGEABLE

DELIVER TO:

STAFF NO.
(PERSONAL
TELEGRAMS)

VERITY LAMBERT 505 UNION HOUSE EXT

PRECEDENCE ORD

TO

RUSSELL

COPY TO

HAVE TRIED TELEPHONE NO REPLY STOP WOULD YOU PLEASE RING ME
BELGRAVIA TONIGHT TO CONFIRM YOU ARE OK LOVE=VERITY+

Confirmed

TIME RECEIVED

1611

NO. **A40** / **CC** INITIALS OF OPERATOR

Secretary to Verity Lambert (505 Union House)

PABX Ext.

CAR REQUIREMENTS : "DOCTOR WHO" : MR. WILLIAM RUSSELL :
FRIDAY, 11TH SEPTEMBER, 1964.

Programme Transport.

11th September, 1964.

Further to our telephone conversation of this morning, this is to confirm that you will send a car to Reception, Television Centre to-day, Friday , 11th September, at 9.30 p.m. to take Mr. William Russell to his home:-

With many thanks,

vas.

(Secretary to Verity Lambert)

MUSIC FOR DE WHO (J) EP. FOUR REC 11th Sept. 1964

Band	1	Page 5.	Take 1
	2	13	1
	3	15/16	False start Take 2
	4	17	Take 2
	5	25	Take 1
	6	26/26	Take 2
	7	29	Take 1
	8	30	Take 1 False start
	9	33	Take 1
	10	35	Take 2
	11	Slide Music At Opening Take 1. (Heart beat(

DOUGLAS CAMPFIELD 510 Union

DE WFO: (J. [unclear]) EPISODE FOUR
'The Urge to Live'
(23/1/4/3168)

xx 21st Nov. 196
11th Sept. 64

(VT/4T/23891)

WILLIAM RORTNELL

WILLIAM RUSSELL

JACQUELINE HILL

GARRETT ANN FORD

ALAN TILVERN

REGINALD BARRATT

ROSEMARY JOHNSON

FRED PERRIS

+ 241.1.0

2841.16. 6d.

842.17. 0

DOUGLAS CAMFIELD

RE TWO (J SERIES) EP. FOUR
'The Urge To Live'
(23/1/4/3168)

xx 21st Nov.1964
11th Sept.1964
(VT/4T/23891)

841. 16. 0d
842 17

b)

Composers attendance, consultations etc	14. 14. 0d	
Composition:	£37. 16. 0d	
Conduct :	18. 18. 0d	
8 Musicians:	64. 0. 0d	
4 Doubling :	3. 15. 0d	
Porterage :	1. 0. 0d	
Use recording at final run tar's:	8. 0. 0d	
Ex gratia payment for cancellation of recording session :	20. 0. 0d	
		168. 3. 0d

236. 5. 0d

C/Pwd:

£1,216. 4. 0d

1217. 5

R/Pwd: 1,246. 4. 0d

400. 0. 0d

T. Leenaps-John Cura 2.12.6d
Sets 2.10.0d

5. 2. 6d

6. 0. 0d

142. 0. 0d

(estimate)

60. 0. 0d

Petty cash

2. 0. 0d

TOTAL:

£1,866. 6. 6d

1,865. 7. 6

DR WHO (J) EPISODE FOUR - MUSIC

BAND	PAGE	TYPE	REQUIREMENT
1	5	✓ M 2	STING lasting <u>7 secs</u> (doubt-worry)
2	13	✓ M 7	STING lasting <u>7 secs</u> (determination - (obstacle to be overcome)
3	15/16	✓ F/M 20	MUSIC to cover man stealthily examining revolver - MIXING AFTER <u>10 secs</u> to MINISCULES for further <u>10 secs</u> then to be faded under dialogue. MINISCULES Music to be for <u>1/10 30"</u> low undercurrent of tension
4	17	✓ M 05	STAB OF MUSIC for <u>5 secs</u> to point giant Hands threatening Miniscules - then dying out under FX
5	25	✓ M 15	MINISCULE THEME - <u>15 secs</u> to re-establish feeling of tension and small scale - undertone of determination against odds. Will be faded faded out under dialogue.
6	26/28	✓ M/F 1.04 1.00 1.04	MINISCULE STING of <u>4 secs</u> to point dialogue, then change to <u>FULL SIZE</u> tension music to last a further <u>60 secs</u> under dialogue. Music to steadily rise in tension and key. Will be cut out sharply on dialogue cue.
7	29	✓ M 25	<u>25 secs</u> of mounting tension. to be cut out on cam.cut. Suggest steady rise in key.
8	30	✓ M 20	<u>20 secs</u> Dramatic Music to point x flames playing on inflammable can. To be cut out on cam cut. Suggest steady rise in key carrying on from Band 7.
9	33	✓ M 40	<u>40 secs.</u> MUSIC to cover MINISCULES climbing down drain pipe. Suggest vertigo and deep pit of darkness feeling. <u>40 Secs</u>
10	35	✓ M to F 3.43 3	<u>40 secs</u> MUSIC to cover <u>DEMATERIALISATION</u> and <u>GROWING PROCESS</u> of ship and crew. Will fade out under dialogue and ship noises. <u>MUST BE WEIRD AND ALIEN</u> in feeling. 1 2

4 min

5 min 2 Sec



BAND

35 P2 Same as band 34 15 Secs
 36 5 Same as Band 30 5 Secs
 37 8 Same as Band 21 6 Secs
 38 9 Same as Band 22 15 Secs
 39 11 Same as Band 12 40 Secs
 40 23 Same as Band 16 15 Secs

41 25 One min. similar to Band 12

42 34 Same as Band 41

43 36 Three mins sustained effort and achieving purpose
 40 Query similar to Band 12

44 41 Sting Chord

45 43 Starting with dramatic chord then 45 secs dramatic music

Piano/Cello

P

P

P

P

M

M

M

M

MX

M

M



Point	Take	Time	
41			
P.25	1.	55 Secs	00 55
	2.	55 Secs	
43			
P36-40	①	3' 05 Secs	3. 05
	② Relate		
	for later	1' 04	
44			
PHI	1 04		00 05
	2 04		
45			
PH3	Take 1	45	4. 45
		44	4. 44
		43	4. 50

PROGRAMME ACCEPTANCE NOTIFICATION

To : Mervyn Pinfield (Producer) From : Drama Serials Organiser, Television

Title of Programme DR. WHO J4 23/1/4/3168 Studio

Transmission date from to Week No. 37

Studio rehearsal date and time

ALLOCATION £2380 Film sequence effect allocated YES/NO feet

Design and Supply classification Number of cameras Crew No.

DEADLINE DATES

Radio times billing ; preliminary FINAL

D & S information Property plot and captions

Designer R Gusick Designer credit YES/NO

Remarks :

Other supporting staff :

Wardrobe	Daphne Dare
Make-up	Sonia Markham
P.A.	Norman Stewart
F.M.	
A.F.M.	Val McCrimmon
Assist/Secretary	Dawn Robertson
	Kay Fraser

MAKE-UP AND WARDROBE COSTS

From : **MERVYN PINFIELD** (Producer)

Title of Programme **DR WHO (J SERIES) EPISODE FOUR** Studio **TC/4**

Transmission date **RECORDING 11th Sept. 1964** from **8.30** to **9.35 p.m.** Week No. **37**

Studio rehearsal date and time

To : (1) Make-up and Wardrobe Manager

Date of issue

(2)

To be returned by

(3)

ALLOCATION **£ 5**

Characters	Costume (Period) Give as many details as possible	Hair and Make-up
AS PER LOT ATTACHED		

Continued overleaf (strike out if not applicable)

Are these wanted prior to transmission
for filming or Publicity photo call?

~~YES~~/NO

If so, on what date and where

Estimated cost £

Cat. No. 7498
Form No. PS/1081

MAKE-UP AND WARDROBE COSTS

From : **MERVYN PINFIELD** (Producer)

Title of Programme **DR WHO (J SERIES) EP.3.** Studio **TC/4**
23/1/4/3167

Transmission date **4th Sept.1964** from **8.30** to **9.45 pm** Week No. **36**
RECORDING

Studio rehearsal date and time

To : (1) Make-up and Wardrobe Manager

Date of issue

(2)

To be returned by

(3)

ALLOCATION **£ 10**

Characters	Costume (Period)	Hair and Make-up
Give as many details as possible		
AS PER PLOT ATTACHED		

Continued overleaf (strike out if not applicable)

Are these wanted prior to transmission
for filming or Publicity photo call?

~~YES~~/NO

If so, on what date and where

Estimated cost £

DR. WHO (J) PART FOUR CAST LIST: RECORDING 11th Sept. 1964

NAME	CHARACTER	ADDRESS/PHONE	REF
WILLIAM HARTNELL	DR WHO	MAYFIELD	7th Sept.
WILLIAM RUSSELL	IAN	BOXMOOR	"
JACQUELINE HILL	BARBARA	PARK	"
CAROLE ANN FORD	SUSAN	MAI	"
ALAN TILVERN	FORESTER	HAM 1209	"
REGINALD BARRATT	SMITHERS	FUL	"
ROSEMARY JOHNSON	EMMA ROWSE	SHE	"
JOHN DAWSON <i>7th Sept</i>	BERT ROWSE		"

ROSEMARY
JOHNSON

EMMA ROWSE

ALAN
TILVERN

FORESTER

~~HARRISON~~
~~HARRITY~~
JOHN
DAWSON

BERT ROWSE
(Policeman)

REGINALD
BARRATT

SMITHERS
(Scientist)

841. 16 0
3

GRAPHICS REQUIREMENTS

Copies to GRAPHICS MANAGER [4] Studio Manager Scene Master [2] Designer

PRODUCTION			
Producer	DR WHO (J. BAKER) EP.3.8RISIS	23/1/4/3167	Ext.
Assistant	V.LAMBERT/M.PINFIELD		Ext.
Designer	RAYMOND P. GUSICK		Ext.
Filming		Studio Rehearsal	4th Sept.1964
Transmission			Studio

RECORDING: 4th Sept.1964 TC/4

REMAIN CAUTION: LIGHT ON DARK: LAMPING AND LAMP-ON AT 11.15.

Full

Dr.Who.....WILLIAM HARTNELL
 Ian Chesterton.....WILLIAM RUSSELL
 Barbara Wright.....JACQUELINE HILL
 Susan Foreman.....CAROLE ANN FORD
 Forester.....ALAN TILVERN
 Smithers.....REGINALD BARRATT
~~Rowe~~ Rowe.....ROBERT J. JAMES
 Bert Rowe.....FRED FERRIS

Title Music by HOW GRAINGER with the
 BBC Radiophonic Workshop

Incidental Music by DUDLEY SIMPSON

Story Editor, DAVID WHITAKER

Designer, RAYMOND P. GUSICK (full frame)

Ray P. Gusick

Assistant to
 Mervyn Pinfield

Date

13th August, 1964

Received

Verity Lambert (505 Union House)

PABX Ext.

DOUGLAS CAMFIELD.

H.Serials D.Tel. Copy to: Organiser, Serials, 14th September, 1964.
D.Tel.

As you know, Douglas Camfield directed Episode 4 of the Miniscule Story of "DOCTOR WHO". It was an extremely difficult show technically and I think that he did an excellent job in every possible way. He knew exactly what he wanted and he had complete authority over the Studio.

I can only say I would be most happy to use him again as a director on "DOCTOR WHO".

VAS.

(Verity Lambert)

From: Miss Verity Lambert..... (Producer) ..14th September, 1964 (Date)

Subject: RETENTION OF TAPE AFTER TRANSMISSION

To: Asst. S.Tel.E. Videotape, Rm 2132 T.C., thru' Organiser, Serials,..... (Organiser)
D.Tel...... (2 copies)

Copy: Recording Clk., Rm 6058 T.C.

Programme/~~Insert~~DOCTOR WHO..... Serial J..... Episode 4..... 23/1/4/3168.....

being taped on11th September, 1964..... Tape No. VT | 4T... | 23891.....

for transmission on ...21st November, 1964.....

must be retained longer than 24 hours after transmission because:

Wanted for possible repeat.

Please therefore hold the tape untilfurther notice..... (a precise date should be given)

I understand it will then be wiped within 24 hours.

(Signed)

Verity Lambert
for (Verity Lambert)

Request noted by Asst. S.Tel.E. Videotape on14TH SEP 1964.....
and this form returned

To: (Producer) through (Org.)

Copy:

File.

From: Kay Fraser

14th Sept.1964

Subject: FITTING FEE DR WHO EP. 2. 23/1/4/3168

To: Miss Pauline Mansfield-Clarke

Sorry it's late but I've only just heard:

Fitting fee for Reginald Barratt (Aug.24th 2 p.m.)

Kay F.
(Assistant to Douglas Camfield)

From: Head of Serials, Drama, Television 406 Threshold
Subject: DOUGLAS CARFIELD 15th September 1964
To: Miss V. Lambert

I am delighted to know that Douglas Carfield did so well and I look forward to seeing the show. I shall drop him a note myself after that.

Daniel.

jag

~~(Donald Wilson)~~

BILLING FOR DR WHO (J SERIES) EPISODE THREE: 'CRISIS'
BBC-1 WEEK 47 - SAT. 14th November, 1964

Planning Assistant thre' Miss Verity Lambert

Copy to: Organiser Serials D.Tel.
Miss M. MacCallum
Television Editor Radio Times
Mrs Gibson, Radio Times
Miss Verity Lambert

DR. WHO

An adventure in space and time

starring

WILLIAM HARTNELL
WILLIAM RUSSELL
JACQUELINE HILL

and

CAROLE ANN FORD

CRISIS

Dr Who.....	WILLIAM HARTNELL
Ian Chesterton.....	WILLIAM RUSSELL
Barbara Wright.....	JACQUELINE HILL
Susan Foreman.....	CAROLE ANN FORD
Forester.....	ALAN TILVERN
Smithers.....	REGINALD BARRATT
Hilda Rowse.....	ROSEMARY JOHNSON
Bert Rowse.....	FRED FERRIS

Title music by RON GRAINER
with the
BBC Radiophonic Workshop

Incidental music composed and conducted
by DUDLEY SIMPSON

Story Editor, David Whitaker

Designer, Raymond P. Cusick

Producer, VERITY LAMBERT

Directed by MERVYN PINFIELD

Barbara meets a house fly face to face
and the Doctor makes a call for help.

BBC Recording

Douglas Camfield, 510 Union

15th September, 1964

DR. WHO (J. B. L.) EPISODE FOUR: 'THE URGE TO LIVE'
BBC-1 WEEK 48: Saturday, 21st November, 1964

Planning Assistant Mrs. Miss Verity Lambert

Copy to: Organiser Serials B.Tel.
Miss W. MacCallum
Television Editor, Radio Times
Mrs Gibson Radio Times
Miss Verity Lambert

DR. WHO

an adventure in space and time

starring

WILLIAM HARTNELL
WILLIAM HARTNELL
JACQUELINE HILL

and

CAROLE ANN FORD

THE URGE TO LIVE

Dr. Who.....WILLIAM HARTNELL
Ian Chesterton.....WILLIAM HARTNELL
Barbara Wright.....JACQUELINE HILL
Susan Foreman.....CAROLE ANN FORD
Forester.....ALAN TILVERN
Smithers.....REGINALD BARRATT
Hilda House.....ROSEMARY JOHNSON
Bert House.....FRED FERRIS

Title music by RON GRATHER
with the
BBC Radiophonic Workshop

Incidental music composed and conducted
by DAVID SINGH

Costumes supervised by JAMES HILL
Make-up supervised by SONIA HARRISON

Lighting by NORMAN KING
Sound Mixing by ALAN FORD

Story Editor, DAVID WHITAKER

Designer, RAYMOND P. CUSICK

Producer, VERITY LAMBERT

Directed by, DOUGLAS CAMFIELD

The murderer plans his escape,
but Ian strikes a match.

BBC recording

GRAPHICS REQUIREMENTS

Copies to GRAPHICS MANAGER [4] Studio Manager Scene Master [2] Designer

PRODUCTION	DR WHO EPISODE FOUR 23/1/4/3168		
Producer	DOUGLAS CAMFIELD	Ext.	
Assistant	NORMAN STARR	Ext.	"
Designer	RAYMOND P. CUSICK	Ext.	
Filming		Studio Rehearsal	11th Sept.1964
Transmission		Studio	TC/4

RECORDING: 11th Sept,1964

WE REQUIRE A CAPTION FOR THE FOLLOWING SITUATION:-

Dr. Who and his companions have been reduced to a height of 1" (one inch). After various adventures, they are making their escape by climbing down a giant drainpipe which leads from a sink in a giant-size laboratory.

At one stage, Dr.Who looks up to check their progress, and sees what amounts to a very dark tunnel at the top of which is a ~~xx~~ 3" (three inch diameter) circle of light - i.e. the plug-hole. The circle of light is broken up by a grill.

We require a 20 X 16 Caption to represent the Doctor's eyeline of the pipe above his head. Our Designer, has the plug-hole fitting which you should consult in order to re-produce the type of grill.

If in any doubt please consult either our Designer, Ray Cusick, or the production office.

Asst. to Douglas Camfield

Signature

Received

18th Aug.1964

Date

GRAPHICS REQUIREMENTS

Copies to GRAPHICS MANAGER [4] Studio Manager Scene Master [2] Designer

PRODUCTION	DR WHO ; EPISODE 4 (J) 23/1/4/3168 The Urge to L		
Producer	VERITY LAMBERT/DOUGLAS CAMFIELD	Ext.	
Assistant	NORMAN HENNART	Ext.	"
Designer	RAYMOND P. CUBICK	Ext.	
Filming		Studio Rehearsal	11th Sept.1
Transmission	Rehearsing 11th Sept. 1964	Studio	23/4

ROLLER CAPTION AS PREV.EPISODES:

Dr.Who.....WILLIAM HARTWELL
Ian Chesterton.....WILLIAM RUSSELL
Barbara Wright.....JACQUELINE HILL
SUSAN FOREMAN.....CAROLE ANN FORD
Forester.....ALAN TILVERN
Smithers.....REGINALD BARRATT
Hilda Rowse.;.....ROSEMARY JOHNSON
Bert Rowse.....FRED FERRIS

Title Music by RON GRAINER with the
BBC Radiophonic Workshop

Incidental music by DUDLEY SIMPSON

Costumes supervised by DAPHNE DARE
Makeup supervised by SONIA MARKHAM

Lighting by HOWARD KING
Sound Mixing by ALLEN FOGG

Story Editor, DAVID WHITAKER

Designer, RAYMOND P.CUBICK (full frame)

Assistant to Douglas Camfield

Date

27th August, 1964

Received

GRAPHICS REQUIREMENTS

Copies to GRAPHICS MANAGER [4] Studio Manager Scene Master [2] Designer

PRODUCTION	DR WHO: EPISODE FOUR 23/1/4/3168		
Producer	VERITY LAMBERT/DOUGLAS CAMFIELD	Ext.	
Assistant	NORMAN STEWART	Ext.	"
Designer	RAYMOND P.CUSICK	Ext.	
Filming		Studio Rehearsal	11th Sept.1964
Transmission	RECORDING: 11th Sept.1964		Studio TC/4

TRANSMISSION: 21st November,1964

ONE 12 X 9 PHOTO CAPTION OF ROCK FACE -
 FROM STILL - AS TAKEN AT EALING DURING FILMING.

Asst. to D. Camfield *Kay J. Sweet* Signature
 30th August, 1964 Date

Received



From: Head of Serials, Drama, Television

406 TH.

Subject: "DR. WHO"

To: H.D.G.Tel.

Copy to: A.H.D.G.Tel.
O.Serials D.Tel.

20th October 1964

As spoken yesterday, I am arranging to reduce the four-part serial entitled "The Planet of Giants" to three parts. This is the "Miniscule" story with which we must begin our new season and I am not satisfied that it will get us off to the great start that we must have if it runs to its full length. Much of it is fascinating and exciting but by its nature and the resources needed we could not do everything we wanted to do to make it wholly satisfactory. I would, of course, have preferred to start with the Dalek serial but at the end of this one Carole Ann Ford is written out and we cannot, therefore, have her appearing afterwards in "The Planet of Giants".

To replace this lost week we will make the Terry Nation serial, which is the last one in the present programme, seven episodes instead of six.

Donald Wilson

(Donald Wilson)

JAHW

*Norman -
Please see me
about this to write - SW
this one
Sydney*

TELEVISION RECORDING REQUEST

TRANSFER

Handwritten initials

PART ONE

From: Asst. P.S.M. Tel. E. (Producer)

Dated: 23rd October, 1964.

To: Telerecording Clerk, Room 4058, Main Block T.C.

9 NOV 1964

A. REQUEST FOR 35 mm RECORDING /TRANSFER

Production: (Delete as appropriate) No: 35/ /.....
(To be filled in by
Date: With Sepmag } Delete as
Without Sepmag } appropriate
Telerecording Clerk)

B. REQUEST FOR 16 mm RECORDING

Production: Dr. Who 3/4 'J' No: 16/4TU/23675
(To be filled in by
Date: 25th Oct. 1964. With Sepmag ~~Direct Positive~~ } Delete as
Negative Positive } appropriate
Telerecording Clerk)

C. REQUEST FOR TAPE RECORDING /TRANSFER

Production: (Delete as appropriate) No: VT/ /.....
(To be filled in by
Date: NOTE: The tape will be wiped within 24 hours of transmission/transfer
unless (a) instructed under 'K' below, or (b) a separate
request for retention is issued after transmission.
Telerecording Clerk)

D. SOURCE OF ~~35/16/Tape~~ Recording/Transfer : VT/4T/23675
(Delete as appropriate)

E. LENGTH OF PROGRAMME
or NUMBER AND LENGTH OF INSERTS :

F. RECORDING /TRANSFER TIME : 1500-1630
(Delete as appropriate)

G. REHEARSAL TIME :
(To be filled in only when rehearsal of a tape insert is involved)

H. DATE AND TIME OF TRANSMISSION :

I. CHARGE TO : 43298
(Applicable to 35/16 mm bookings only)

K. SPECIAL INSTRUCTIONS : Please record on full information system
in parallel with 35T/R transfer.

Signed.....(Producer) *Handwritten signature*.....(Organizer)

PART TWO

From: Telerecording Clerk.

To: (35/16 mm bookings) Organizer: Telerecording Manager; Telerecording Editor; Mr. Ivor Smith; Studio Bookings; Film Library;
Film Costing Dept; TEL. O & M.....
(Tape bookings) Organizer: Mr. West; Telerecording Manager; Studio Bookings; Film Library; Mr. Ivor Smith;
TEL. O & M.....

The above booking has been accepted as per details/amended details, shown in Part One.

(Signed) *Handwritten signature* Date 5/11/64

Ext.

Room 329,
Design Department,
Scenery Block,
Television Centre.

23rd October, 1964.

Chairman Awards Sub-committee,
Guild of Television Producers & Directors Ltd.,
C/O S.F.T.A. Ltd.,
80, Great Portland Street,
LONDON...W.1

Dear Mr. Bredin,

With regard to your letter informing me of my possible inclusion in the Short-list for the Annual Merit Awards.

As requested, here is a list of productions that I have designed and have been transmitted since 1st October, 1963 and 30th September, 1964.

The years work has been concerned entirely with the 'Dr. Who' Series, transmitted Saturdays on B.B.C. Channel One.

'Doctor Who' Series
(Series and Serials Department Head, Donald Wilson)
Producer, Verity Lambert
Associate Producer, Mervyn Pinfield
Story Editor, David Whitaker.

MAIN CAST

William Hartnel
William ~~Bucco~~ Russell
Jaqueline Wright
Carol Ann Ford.

SERIES B

'The Daleks' - 7 Episodes
Director, Christopher Barry
Author, Terry Nation.

TRANSMISSION
DATES

Episode 1 - 21st December, 1963
Episode 2 - 28th December, 1963
Episode 3 - 4th January, 1964
Episode 4 - 11th January, 1964
Episode 5 - 18th January, 1964
Episode 6 - 25th January, 1964
Episode 7 - 1st February, 1964

SERIES C

"The Edge of Destruction" - 2 Episodes
Director, Richard Martin,
Author, David Whitaker

TRANSMISSION
DATES

Episode 1 - 8th February, 1964
Episode 2 - 15th February, 1964

SERIES E

"The Keys of Marinus" - 6 Episodes
Director, John Gorrie,
Author Terry Nation

TRANSMISSION
DATES

Episode 1 - 11th April, 1964
Episode 2 - 18th April, 1964
Episode 3 - 25th April, 1964
Episode 4 - 2nd May, 1964
Episode 5 - 9th April, 1964
Episode 6 - 16th April, 1964

SERIES G

"The Sensorites" - 6 Episodes
Director, Mervyn Pinfield
Author, Peter R. Newman

TRANSMISSION
DATES

Episode 1 - 20th June, 1964
Episode 2 - 27th June, 1964
Episode 3 - 11th July, 1964
Episode 4 - 18th July, 1964
Episode 5 - 25th July, 1964
Episode 6 - 1st August, 1964

SERIES J

"The Minscules" has been recorded but not yet transmitted.

Yours sincerely,

RAYMOND P. CUSICK

[illegible]

1. C. 1. 5, 70'

1. *Chlorophyll a* and *Chlorophyll b* were determined by the method of Lichtenthaler and Whistler (1973).

J. 3/4 26' 40".

reit. He will ring again on Monday.

Val

(Before final editing).

VERITY.

2nd November, 1964.

Dubbing Session

Serial J - Episode 3.

Thursday, 2nd November, 1964.

2.00 - 5.30 p.m.

Dubbing Theatre A, Lilling.

-----oOo-----

Dudley Morgan is coming.

Mervyn is coming.

Pet Douglas has brought over all
the music for Serial J.

Scripture Library are sending
over a packet of a telephone
ring. Being a small exchange, to
arrive this today (Sat.).

Editor: Walter H. Gen.

Dubbing Room: Brian H. Gen.

Serial J.

Episode 3 - 'CRISIS'

Serial J, Episodes 3 (Crisis) and 4 (The Urge to Live) were transferred to 35mm telerecording on Sunday, 25th October, 64 and edited together (on Thursday 29th and Friday, 30th October, and Monday, 2nd November) to make 1 episode(3).

This is to be dubbed on Tuesday, 3rd November and transmitted

Week 47

Saturday, 14th November, 1964.

vas.

2.11.64.

Secretary to Verity Lambert, (505 Union House)

PABX Ext.

AMENDED BILLING : DR. WHO (J SERIES) EPISODE 1 : 'UNUSUS'
WEEK 47: Saturday, 14th November, 1964.

Planning Assistant. Copy to: Organiser, Serials, D.Tel.,
Miss M. MacCallum,
Television Editor, Radio Times
Mrs Gibson Radio Times.

Further to our telephone conversation of this morning, the attached is how
the billing for "DR. WHO" Week 47 should now read.

Ves.

(Secretary to Verity Lambert)

Att.

2.11.1964.

VERITY.

1000 Broadway, 2064.

Dear Edna: I am sorry to hear of the
for J.3. in Week 47.

This copy is for the 1947-48
at 5.40 p.m. to the Treasury
and, it is now at 5.15 p.m.
(the 1947-48 copy is now at 5.15 p.m.).

Dear Edna: I am sorry to hear of the
at 5.15 p.m. to the Treasury
and, it is now at 5.15 p.m.
some of our credits.

I said I would ring them back.

Val

(copy of billing attached).

6.11.1964.

Overall timing for

Serial J

Episde 3.

-----●00-----

26' 43"

(After final editing)

vas.

VERITY.

12th November, 1964.

Serial J, Episode 3, (35mm.) will
be transmitted at 5.15 p.m. on
Saturday, 14th November

from TK43, T.C.

Val

Secretary to Verity Lambert, (505 Union House)

PABX Ext.

f

AMENDMENT TO BILLING : M. WHO (J B KING) THE CRISIS
WEEK 47: Saturday, 14th November, 1964.

Planning Assistant.

Copy to: Organiser, Serials, B.Tel.,
Miss E. MacCallum,
Television Editor, Radio Times
Mrs. Gibson, Radio Times.

As spoken, I am confirming that, owing to lack of space on the page of
Radio Times for the above billing, the following will be deleted:

Lighting by B. B. KING
Sound Mixing by ALAN FOGG

Also, that the Costume and Make-Up credits will read:

Costume Supervisor: D. PHIL DARE
Make-up Supervisor: SONIA MARKHAM.

van.

(Secretary to Verity Lambert)

Secretary to Verity Lambert, (505 Union House)

PABX Ext.

AMENDMENT TO BILLING : DR WHO (J SERIES) EPISODE THREE 'CRISIS'
WEEK 47: Saturday, 14th November, 1964.

Planning Assistant.

Copy to: Organiser, Serials, D.Tel.,
Miss M. MacCallum,
Television Editor, Radio Times
Mrs Gibson Radio Times.

As spoken this morning, I am enclosing a banda for the above episode.
As you will see, I have inserted "by Louis Marks" under the title 'CRISIS'.

With apologies and thanks,

vas.
Enc.

(Secretary to Verity Lambert)

DR. WHO

an adventure in space and time

starring

**WILLIAM HARTNELL
WILLIAM RUSSELL
JACQUELINE HILL**

and

CAROLE ANN FORD

CRISIS

by Lewis Marks

**Dr. Who.....WILLIAM HARTNELL
Ian Chesterton.....WILLIAM RUSSELL
Barbara Wright.....JACQUELINE HILL
Susan Foreman.....CAROLE ANN FORD
Forester.....ALAN TILFORD
Smithers.....REGINALD BARRATT
Hilda House.....ROSEMARY JOHNSON
Dart House.....FRED FERRIS**

**Title music by RON GRAINER
with the
BBC Radiophonic Workshop**

**Incidental music composed and conducted
by DUDLEY SIMPSON**

**Costumes supervised by DAPHNE LANE
Make-up supervised by BOWEN JONES**

**Lighting by HOWARD KING
Sound mixing by ALAN FOGG**

Story Editor, DAVID WHITAKER

Designer, RAYMOND P. CUSICK

Producer, VERITY LAMBERT

Directed by, DOUGLAS CAMFIELD

**The murderer plans his escape,
but Ian strikes a match.**

BBC recording

Secretary to Verity Lambert (505 Union House)

PABX Ext.

REFERENCE TO BILLING : MR. WHO (J SERIES) 2.1.11.11.11. 'CRIMES'
R 47: Saturday, 14th November, 1964.

Planning Assistant.

Copy to: Organiser, Serials, D.Tel.,
Miss W. McCallum,
Television Editor, Radio Times,
Mrs. Gibson, Radio Times.

Further to my memo. of 3rd November, I am confirming that you will also delete the following from the above billings:-

'The murderer plans his escape,
but Ian strikes a match'.

YAS.

(Secretary to Verity Lambert)

10/10/43 (43) 10.3.

10/10/43 10.4

10/10/43 10.4.

10/10/43 10.4.1 10.4.2

10.30 p.m.

10.30 p.m.

10/10/43-5.

10/10/43-5.1 10/10/43-5.2

10/10/43-6.

10/10/43-6.1 10/10/43-6.2

10/10/43-6.1 10/10/43-6.2
10/10/43-6.3 10/10/43-6.4
10/10/43-6.5 10/10/43-6.6
10/10/43-6.7 10/10/43-6.8
10/10/43-6.9 10/10/43-6.10
10/10/43-6.11 10/10/43-6.12
10/10/43-6.13 10/10/43-6.14
10/10/43-6.15 10/10/43-6.16

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10/10/43-6.17 10/10/43-6.18
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10/10/43-6.29 10/10/43-6.30

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10/10/43-6.60

[illegible]

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23
36

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Received of the
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1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

RECEIVED
MR 900 (3) CHAIRS 17.3.

14th Nov. 1964

23/1/4/3167
TS/4

RECEIVED: 4th Sept. 1964
8.30 p.m. 9.45 p.m.
DUR: 24 mins 25 secs)
(OPENING OF FILM ON NEW VARS
20 secs)
(CLOSING OF FILM ON NEW VARS
35secs)

VARIETY LAMBERT. DIRECTED BY: GUYVH FINEFIELD

STYL
(LARGE SCREENS ON NEW
STAGE)

Mr. Mac.....William Hartnell
Ian.....William Russell
Barbara.....Jacqueline Hill
Susan.....Carol Ann Ford
Forester.....Alan Tilvern
Smithers.....Reginald Barratt
Hilda House.....Dorothy Johnson
Bert House.....Fred Ferris

28 00

LAURENCE RAY
MAINT OF CHAIRS Y
LAST NO 3

29 00

(1) NOT CHAIRS Y
LAST NO 3

William Hartnell; William Russell;
Jacqueline Hill; Carol Ann Ford

THESE CHAIRS: THE CHAIRS + PLATES; THE CHAIRS;
THE CHAIRS: THE CHAIRS + PLATES; THE CHAIRS;
THE CHAIRS: THE CHAIRS + PLATES; THE CHAIRS;

SCRIPT WRITER	Gordon & Wigan for LORIE GAMES
OPENING/CLOSING MUSIC	RON GRAINER
INCIDENTAL MUSIC	DUDLEY SIMPSON
6 MUSICIANS	ALEC FINEFIELD
TELEGRAMS	JOHN GURA

2000

1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

3280
(DE WHO OPENING 824)
3880

[illegible]

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THE UNIVERSITY OF CHICAGO PRESS
50 EAST LEXINGTON AVENUE
NEW YORK, N.Y. 10017-2473
U.S.A. AND CANADA
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JSTOR 4179111
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JSTOR 4179111

TOI MIGHT & NOGOTO
STROGON & WIGOR FOR
LORDS. MARCH

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Programme Recording Form

TRANSMISSION DATE

TO. PRESENTATION DESK Room 4091 TC (Copies A & B)
 DEPARTMENTAL ORGANIZER (Copy C)
 PRODUCTION FILE (Copy D)

14th Nov.1964

TITLE OF PROGRAMME DR WHO (J SERIES) EPISODE THREE		RECORDING NUMBER VT/4T/23675	COPY D
SUB-TITLE 'Crisis'		PROJECT NUMBER 23/1/4/3167	
SERIES NUMBER			
PRODUCER OR PERSON RESPONSIBLE			
Name VERITY LAMBERT MORFYN PINFIELD (Director)		Office Tel. No.	Home Tel. No.
DEPARTMENT RESPONSIBLE DRAMA SERIALS TEL.			

PRODUCTION DETAILS

1. Overall Duration

24 mins 25 secs

2. Opening sequence details

20 secs ON FILM (DR WHO CAPTION)

3. Closing sequence details — with duration from specified shot **END SEQ: 35 secs. Cam tracks in to C.S. GIRL ON FLOOR:**
SLIDE: Superimposed over: Next Episode
The Urge to Live
ROLLER (17 secs) Starts: Dr. Who... M. Hartnell
Ends : Designer.. Raymond P. Cusick
SLIDE FADED UP: PRODUCER VERITY LAMBERT
Faded
SLIDE FADED UP: DIRECTED BY DOUGLAS CAMFIELD
SOUND AND VISION FADED

If applicable, Roller Caption Duration from start of Roller to end of Programme

4. Script Enclosed/To follow/already forwarded. (Please delete as required)

5. Remarks

Programme Recording Form REVISED

TRANSMISSION DATE

To. PRESENTATION DESK Room 4093 TC (Copies A & B)
HEAD OF PRODUCTION UNIT (Copy C)
PRODUCTION FILE (Copy D)

14th November, 1964.

TITLE OF PROGRAMME DR WHO (J SERIES) EPISODE FOUR ^{THREE}		RECORDING NUMBER 35/67/23675	COPY D
SUB-TITLE 'Crisis'		PROJECT NUMBER 23/1/4/3168-8	
PRODUCER OR PERSON RESPONSIBLE Name DOUGLAS CAMFIELD (DIRECTOR) VERITY LAMBERT (PRODUCER)			
Office Tel. No. _____ Home Tel. No. _____			
GROUP & PROGRAMME UNIT RESPONSIBLE SERIALS DRAMA TEL.			

PRODUCTION DETAILS

- Overall Duration **26 mins forty-three seconds**
- Opening sequence details **20 secs. ON FILM (DR. WHO CAPTION)**
- Closing sequence details—with duration from specified shot or if applicable, Roller Caption Duration from start of Roller to end of Programme
(Please specify if any Sound or Vision AFTER Roller) **END SEQ. 35 secs. C.S. SCANNER**
DR. WHO SAYS: "Now perhaps I shall know where we are";
SLIDE: SUPERIMPOSED: NEXT EPISODE WORLD'S END
ROLLER CAPTION (25 secs) Starts: DR. WHO..Wm Hartnell
Ends : Designer..Raymond P.Cusick
rolled out frame
SLIDE FADED UP: PRODUCER: VERITY LAMBERT
faded out
SLIDE FADED UP: DIRECTED BY DOUGLAS CAMFIELD
SOUND AND VISION FADED
- Script Enclosed/To follow/already forwarded. (Please delete as required)
- Remarks

Please delete inappropriate Channel :-

CH.	CH.
1	2

BBC 1.

From: A (A) Serials D.Tel., 403 Threshold House. Ext.

To: H.Serials D.Tel.

Copy to Mr. Mervyn Pinfield
1. Serials Organiser
2. Serials Clerk

PROGRAMME: DOCTOR WHO J episode 3 (23/1/4/3167)

TRANSMISSION: 14th November, 1964.

WEEK: 47

ALLOCATION: £2,630

PLANNING ALLOCATION:

	<u>Ration Book Estimate</u>	<u>Actual Costs</u>
Performers' fees	£841 6s. -d.	£846 6s. -d.
Orchestras	£131 3s. -d.	£190 8s. -d.
Facility fees		
Copyright	£236 5s. -d.	£283 10s. -d.
Design	£755 3s. -d.	£755 3s. -d.
Make Up and Wardrobe	£10 -s. -d.	£10 -s. -d.
Film	£142 -s. -d.	£142 11s. 10d.
Recording costs	£60 -s. -d.	£60 -s. -d.
Other charges		
Total	£2,175 17s. -d.	£2,287 18s. 10d.

(Jan Bedwell)

BBC 1.

From: A (A) Serials D.Tel., 403 Threshold House. Ext.

To: H.Serials D.Tel.

Copy to Mr. Douglas Camfield
1. Serials Organiser
2. Serials Clerk

PROGRAMME: DOCTOR WHO J episode 4 (23/1/4/3168)

TRANSMISSION: ~~21st~~/ 14th November, 1964.

WEEK: 47

ALLOCATION: £2,630

PLANNING ALLOCATION:

	<u>Ration Book Estimate</u>	<u>Actual Costs</u>
Performers' fees	£842 7s. -d.	£847 7s. -d.
Orchestras	£168 3s. -d.	£190 8s. -d.
Facility fees		
Copyright	£236 5s. -d.	£289 16s. -d.
Design	£405 2s. 6d.	£405 2s. 6d.
Make Up and Wardrobe	£6 -s. -d.	£6 -s. -d.
Film	£142 -s. -d.	£142 -s. -d.
Recording costs	£60 -s. -d.	£61 -s. -d.
Other charges	£2 -s. -d.	£2 15s. 6d.
Total	£1,861 17s. 6d.	£1,944 9s. -d.

(Jan Bedwell)

TELEVISION
FILM RETENTION FORM

FROM **VERITY LAMBERT** (Producer) through **Organiser, Serials, D.Tel.**
(Asst. Head or Organiser of Dept.)

TO: FILM LIBRARIAN

PLEASE RETAIN ~~PART OF~~ ALL OF THE ~~FILM~~ **FILM SEQUENCES** :
~~COMPLETE FILM~~ :
TELERECDING : **35mm.**

OF THE PROGRAME **"DOCTOR WHO" Serial J Episode 3 35/6T/23675.**

TRANSMITTED ON **14th November, 1964.**

RETENTION REQUIRED: (UNTIL **further notice.**)
(PERMANENTLY)

FOR THE FOLLOWING REASONS:

- (a) ~~ARCHIVES~~
- (b) ~~REPEAT~~
- (c) ~~STOCK SHOTS~~
- (d) ~~OTHER REASONS (give particulars)~~

PART II. (TO BE COMPLETED IF ONLY PART OF PROGRAMME IS TO BE RETAINED)

PLEASE QUOTE:

- (a) DETAILS OF EXTRACTS
- (b) PROCESSING AND/OR EDITING REQUIRED
- (c) ANY EFFECTS TO BE RETAINED (e.g. Optical, Fine Grains, Music and Effects Tracks, and Magnetic Tracks etc).

Producer

P.C.S.

3d slip

15th Nov: 1964.

Dear Sir,

We cannot possibly go through the whole week wondering how Dr. Who got out of the wash-basin. We haven't missed a single episode in his long & varied career until yesterday when our whole town had a power failure & we were forced to miss the latest part. Have you any kind person on your staff who could write & let us know what happened in the last instalment?

Not only would it put us out of our agony,
but we could pass on the details to anyone
else in our district who was equally frustrated
at having to miss the programme.

Thank you in advance & the best of
luck to all the "Dr. Who" team - long may
the Tardis continue its journeys.

Yours sincerely,

Gay Knight (Miss)

Secretary to Verity Lebert, (305 Union Avenue)

1011 Mt.

1011 Mt. 14.11.1964.

Television account.

Copy for [unclear], Serials, 8. Feb.,

8. Feb. (3)

1011 Mt.

1011 Mt.

1011 Mt. (3),

1011 Mt.

1011 Mt., 1964.

As you probably already know, Serial J, 1964, 3 and 4, were transferred to
Junc. teleconferencing and added together to form one episode, 1964 J
'[unclear]'.

I am, therefore, attaching a 1 as 3 for this episode.

Yours,

Enc.

(Secretary to Verity Lebert)

RECORDED

DR WHO (J) 'The Urge to Live'

21st Nov.1964

TC/4 23/1/4/3168 (EP.4.)

RECORDED: 11th Sept.1964

VT/4T/23891

8.30 p.m. 9.45 p.m.

DUR: 24 mins 5 secs

VERITY LAMBERT

(OPENING ON FILM DR.WHO CAL

DIRECTED BY:
DOUGLAS CAMFIELD

(20 secs)
(CLOSING SLIDES/ROLLER
35 secs)

RECEIVED
JAN 24 1965
FILM DEPT
BRITISH EMPIRE

Dr.Who.....William Hartnell
Ian.....William Russell
Barbara.....Jacqueline Hill
Susan.....Carole Ann Ford
Forester.....Alan Tilvern
Smithers.....Reginald Barratt
Hilda Rowse.....Rosemary Johnson
Bert Rowse.....Fred Ferris

25
25
25

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25

25M

DUDLEY SIMPSON

25M

DUDLEY SIMPSON

RECEIVED
JAN 24 1965
FILM DEPT
BRITISH EMPIRE

RECEIVED
JAN 24 1965
FILM DEPT
BRITISH EMPIRE

William Hartnell; William Russell; Jacqueline Hill;
Carole Ann Ford.

SETS: POST OFFICE; SMALL OFFICE; LABORATORY & GARDEN
FORECOURT; TELEPHONE REST; TAP AREA; MATCHBOX;
MOCKUP DRAINPIPE/BLACKS: INT TARDIS.

SCRIPT WRITER

Gregson & Wigan for
LOUIS MARKS

OPENING/CLOSING
MUSIC

RON GRAINER

INCIDENTAL MUSIC

DUDLEY SIMPSON

8 MUSICIANS

ALEC FIRMAN

TELESNAPS

JOHN CURA

RECEIVED
JAN 24 1965
FILM DEPT
BRITISH EMPIRE

RECEIVED
JAN 24 1965
FILM DEPT
BRITISH EMPIRE

Kay Fraser
(Assistant to Douglas Camfield)
15th Sept. 1964

Programme Recording Form

TRANSMISSION DATE

To. PRESENTATION DESK Room 4091 TC (Copies A & B)
 DEPARTMENTAL ORGANIZER (Copy C)
 PRODUCTION FILE (Copy D)

21st November, 1964

TITLE OF PROGRAMME DR WHO (J SERIES) EPISODE FOUR		RECORDING NUMBER VT/4T/23891	COPY D
SUB-TITLE 'The Urge to Live' SERIES NUMBER		PROJECT NUMBER 23/1/4/3168	
PRODUCER OR PERSON RESPONSIBLE Name DOUGLAS CAMFIELD (DIRECTOR) Office Tel. No. VERITY LAMBERT (PRODUCER) Home Tel. No.			
DEPARTMENT RESPONSIBLE SERIALS DRAMA TEL.			

PRODUCTION DETAILS

- Overall Duration 24 mins five seconds
- Opening sequence details 20 secs on FILM (DR WHO CAPTION)

- Closing sequence details — with duration from specified shot
 DR WHO SAYS: "Now perhaps I shall know where we are";
 END SEQ. 35 secs: C.S. SCANNER
 SLIDE: SUPERIMPOSED: NEXT EPISODE WORLD'S END
 ROLLER CAPTION (25 secs) starts: DR.WHO..Wm Hartnell
 Ends : Designer..Raymond P.Cusick
 rolled out frame
 SLIDE FADED UP: PRODUCER: VERITY LAMBERT
 faded out
 SLIDE FADED UP: DIRECTED BY DOUGLAS CAMFIELD
 SOUND AND VISION FADED

If applicable, Roller Caption Duration from start of Roller to end of Programme

- Script Enclosed/To follow/already forwarded. (Please delete as required)
- Remarks

Ext.

Reference: 35/VL.

26th November, 1964.

Dear Miss Kempton,

Thank you for your letter of 15th November.

Briefly, the episode of "DOCTOR WHO" that you missed went as follows:-

Ian and Barbara are left outside, wondering what has happened to Doctor Who. They climb down into the wash-basin, but there is no sign of Doctor Who and Susan. However, just as they are about to give up, Doctor Who and Susan appear. They have been able to hide in the overflow pipe when the plug was pulled out.

Meanwhile, Forester and Smithers are going on with their plan to get rid of Farrow's body.

Doctor Who and his party come across a notebook and discover the formula of the insecticide by pacing out the notebook as a map. They also discover that it will be lethal if it is ever used and it will eventually kill all living things. They decide they must try and stop it and Doctor Who sees a telephone and thinks it may be the answer. They climb up onto the top of the telephone and manage to lift the receiver by putting corks underneath it, but they are unable to make themselves heard by the village telephonist, who has become very suspicious. Her husband is the village policeman and she relays her suspicions to him.

Barbara by this time is beginning to feel the effects of the insecticide and she faints. Doctor Who is most concerned and realises that, unless they can get back to the ship, Barbara will die. They start off, but Barbara is determined that they must do something to stop the insecticide being used, even at the cost of her life. She is quite adamant.

Doctor Who discovers a can of the insecticide and suggests that, if they can start a fire in the laboratory, it will be a means of attracting attention. Meanwhile, Forester and Smithers are about to enter the laboratory. Ian sees a gas-tap and realises this may be the solution. Smithers and Forester come in, but do not see the Doctor Who party. Smithers has realised that there is something radically wrong with D.N.6. He goes into the garden to investigate. Forester follows him.

Ian and Susan lift a match and attempt to strike it against a matchbox, urged by Doctor Who. They eventually ignite the match and light a flame from the gas-tap, which blows directly on the tin of insecticide. They then find a place to hide.

Smithers has tumbled Forester's plan and Forester threatens him at gun point. They go back into the laboratory and Forester sees the insecticide. He goes towards it. At that moment it explodes in his face, blinding him temporarily. Doctor Who grabs one of the seeds and he and his party nip quickly down the drainpipe and back to the Tardis. The village policeman, who has been on his way up to investigate, enters to find Smithers holding the gun on Forester.

Back at the ship, Doctor Who duplicates what has happened on their arrival and manages to get them back to normal size. Barbara immediately recovers and they start off on the next adventure.

I hope this will solve your problem.

Yours sincerely,

(Verity Lambert)
Producer

Miss Gay Knight,

Vas.

Copy to: Miss J. Kempton, P.C.S.

Ext.

Reference: 35/VL.

4th December, 1964.

Dear Miss Knight,

With reference to Miss Verity Lambert's letter to you of 26th November, I am afraid that you received the carbon copy of this which should have been sent to Miss Jean Kempton in our Programme Correspondence Department. Also that the letter began "Dear Miss Kempton" instead of "Dear Miss Knight".

I am sorry that this error occurred and hope that, in spite of the fact that you received the wrong copy, the text of the letter was what you required.

I do hope that you will accept this apology.

Yours sincerely,

Katherine Arp
(Secretary to Verity Lambert)
Producer, "DR. WHO").

Miss Gay Knight,

VAL.

A GREAT HELP-
TA VERY MUCH-
'APPY NEW YEAR!

WALLY

Morgan, Tel.Ents.

Scripts of J.3 and 4 and script of finished programme when they were
cut together to form J.Episode 3.